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GRACELAND COLLEGE BULLETIN

UNIVERSITY OF ILLINOIS

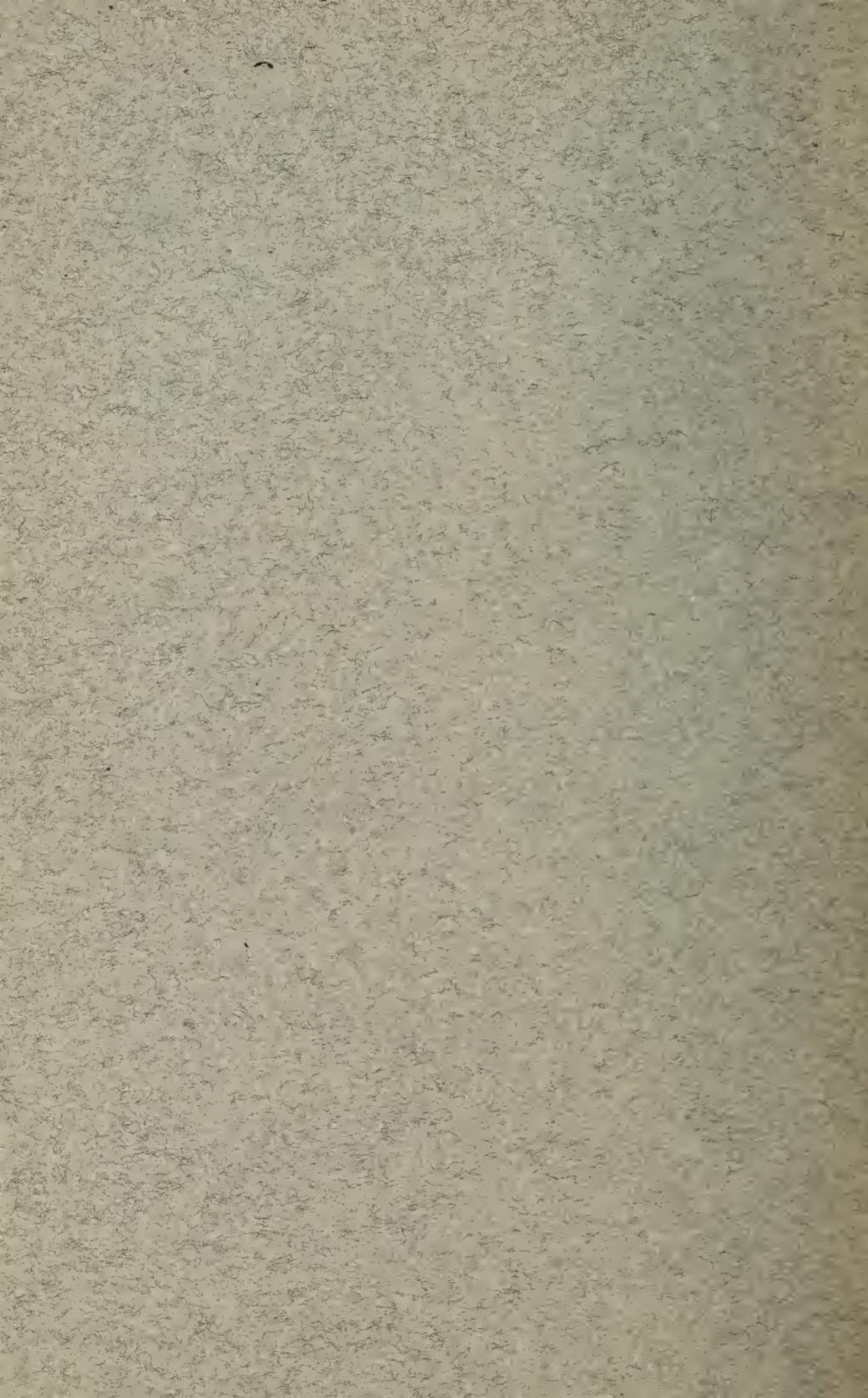
MAY 4 1912

VOL. 7 LAMONI, IOWA, SEPTEMBER, 1911 NO. 3
PRESIDENT'S OFFICE

CONTAINING SIXTEENTH ANNUAL
CALENDAR

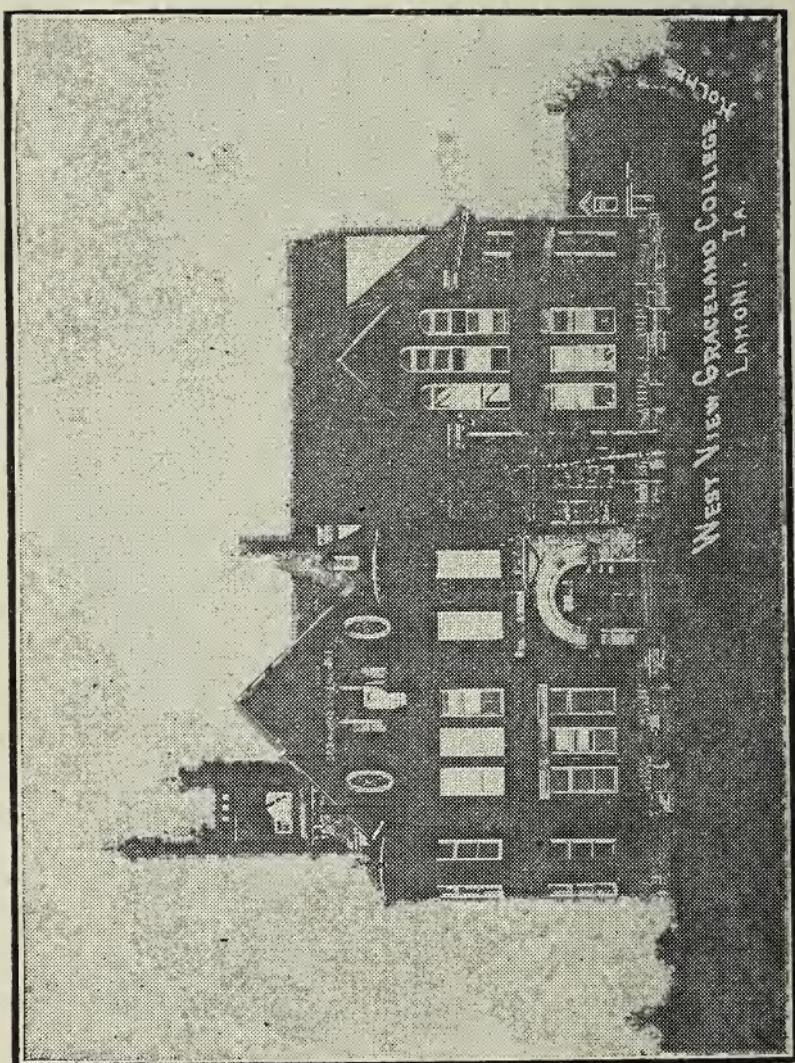
1910-1911

PUBLISHED QUARTERLY BY
GRACELAND COLLEGE
LAMONI, IOWA





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UNIVERSITY OF ILLINOIS
GRACELAND COLLEGE
BULLETIN

~~PRESIDENT'S OFFICE~~

1910-11
WITH ANNOUNCEMENTS FOR
1911-12

PUBLISHED BY
GRACELAND COLLEGE
LAMONI, IOWA

Entered July 3, 1905, at Lamon, Iowa, as second-class
matter, under act of Congress of
July 16, 1894

FOREWORD

On the whole the year 1910-11 has been a successful one. The enrollment as shown on another page is practically the same as last year, the proportion in different courses remaining about the same.

The spirit of the college has been more distinctly a Christian spirit than ever before. Effort is constantly put forth to impress the student with the idea that the chief thing in an educational training is a good character, and that the best standard of character in existence is that revealed in the Christianity of the Bible. This standard is kept before him in the entire work of the institution, from the chapel services and prayer meetings to the athletic field.

The self-help feature continues to be popular, and is a means of assisting many worthy young people to an education. In the Manual Training shop work Bro. Amos Berne is a means of strength, being a practical mechanic and knowing just how and what to do.

Prof. J. P. Anderson has been returned to a place on the working staff of the college, having been installed as superintendent of the farm. In addition to his farm work, he gave a course of lectures on elementary agriculture, and it is expected he will do more work in the class room the coming year.

Rational athletics is our claim, and it has been amply vindicated in the meets and field work. Honesty and fairness is the motto of Graceland's teams, and it is recognized by those with whom they enter into competition.

Our library continues to grow, and has almost outgrown its quarters. New cases have been installed, and new books added until different arrangements will have to be made for a study room.

The Temporary Endowment Fund has received quite liberal support, and is becoming a source of strength to the institution. By this generous support upon the part of friends we may expect to see the college more firmly established.

The effort should be a united one, each one doing what he can, and success is sure to crown our work by and by.

Address all communications and requests for catalogues to Graceland College, Lamoni, Iowa.

CALENDAR

The academic year consists of thirty-six weeks, exclusive of vacations.

1911

Fall Term begins Monday	September 11
Fall Term ends Wednesday	November 29
Winter Term begins Monday	December 4
Holiday vacation begins Friday	December 22

1912

Work resumed Tuesday	January 2
Winter Term ends Friday	March 1
Spring Term begins Monday	March 4
Spring Term ends Friday	May 24
Annual commencement, Wednesday	May 29

The opening day of each term is given to registration and all should try to register at this time. The examinations at the close of each term usually cover two or three days.

LECTURES, ENTERTAINMENTS, AND RECITALS

The following addresses, lectures, recitals, and entertainments were given under college auspices, during the year.

1910-11

- September 6, Opening Address, "The true object of education," Albert Carmichael.
- September 15, Faculty Recital.
- October 18, Ritchie, Entertainer.
- October 20, "Resources of Montana," Hale W. Smith.
- October 27, "Striking a balance," R. S. Salyards.
- October 31, Halloween Reception, Athenians.
- November 2, "Some elements of success," Judge H. M. Towner.
- November 10, "Why I am here," R. M. Shipman.
- November 15, Home Talent Number of Lecture Course.
- November 17, "Personal integrity," Elder John Smith.
- November 17, Play, "The King's Daughters," Patroness Society.
- November 18, Play, "The King's Daughters," repeated.
- November 29, Winter Term Opening Address, "Grit," Elder William H. Kelley.
- December 5, Oratory Recital, Pupils of School of Oratory.
- December 8, Miscellaneous Program, Booster Club.

December 13, Lecture Course, "The interrogation—What is life?"
Rheinfrank.

December 20, "In appreciation," Floyd McDowell.
January 10, Lecture Course, "David Garrick," Phidelah Rice.
January 11, Act I, "The taming of the shrew," Phidelah Rice.
January 19, "Magic, music, mystery," Joseffy.
January 20, "Magic, music, mystery," repeated.
January 26, "Why am I here?" Elder S. M. Reiste.
January 30, Athenian Play, "Bird's Island."
January 31, Athenian Play repeated.
February 6, Athletic Association, minstrel show.
February 7, Minstrel show repeated.
February, Piano Recital, School of Music.
February 21, Vocal Recital, School of Music.
February 22, "Washington," Elder E. A. Smith.
March 7, Spring Term Opening Address, Elder F. A. Smith.
March 11, Lecture Course, Bargelt Co.
March 16, "Object of college work," S. A. Burgess.
March 23, "Function of education," Elder J. W. Rushton.
March 30, "Prove all things," Elder F. M. Sheehy.
April 13, "Necessity for spiritual life," Elder F. M. Cooper.
April 27, "Education in Australia," Elder W. J. Haworth.
May 15, Lecture Course, "Martyrdom of fools," Thomas Brooks

Fletcher.

May 18, Booster Club Program.
May 18, Athenian Play, "Twixt love and money."
May 19, Athenian Play repeated.
May 23, Undergraduate recital, School of Oratory.
May 24, "Independence of character," A. Carmichael.
May 25, Alumni Banquet and program.
May 27, Graduation recital, School of Oratory.
May 28, Baccalaureate, John F. Garver.
May 29, Graduation recital, Vocal, School of Music.
May 30, Graduation recital, Piano, School of Music.
May 31, Commencement Address, "The present crisis in American history," W. C. Wilcox, S. U. I.

FACULTY 1910-11

J. A. GUNSOLLEY, B. S., B. Acct.,
Western Normal College,
Acting President.

Principal of Commercial School. Accountancy and Law.

CHARLES B. WOODSTOCK,
Graduate State Normal, Whitewater, Wisconsin.
Director of Industrial Department.
Instructor in Manual Training.

MARY F. L. FITZPATRICK, B. S.,
University of Iowa, Post Graduate of Bonn, Germany.
Professor of German and French.

PAULINE ANTHONY,
Graduate Graceland Commercial School.
Professor of Shorthand and Typewriting.

T. J. FITZPATRICK, B. S., M. S.,
University of Iowa. University of Chicago.
Professor of Mathematics and Sciences.

MISS ERMA R. BISHOP, B. A.
Drury.
University of Missouri.
English and History.

MISS L. R. ROGERS, B. L., B. S.,
University of Missouri.
Professor of Psychology and Education.

ROY V. HOPKINS, B. A.,
Lombard University, Illinois.
Professor of Ancient Languages, Director of Athletics.
Dean of Men.

HELENA J. LAMBERT, B. E.
Graduate Soper School, Oratory, Chicago.
Professor of Oratory and Public Speaking.

CHRISTIANA SALYARDS,
Instructor in Bible Study and Religious Pedagogy.

CHRISTIANA WALLER,
Instructor in Piano and Harmony.

CORALIE F. EASTWOOD, B. M.
New England Conservatory.
Instructor in Voice and History of Music.

BERTHA STEELE,
Assistant in Elementary and Preparatory Branches.

OLIVE B. THOMAS,
Assistant in Elementary and Preparatory Branches.

OTHER OFFICERS AND EMPLOYEES.

AMOS BERVE,
Superintendent of Buildings and Grounds, and of Commissary
Department,
Dean of Marietta Hall.
Shop Foreman.

MRS. EMMA BENEDICT,
Supt. of Culinary Department.

FACULTY-1911-12

J. A. GUNSOLLEY, B. S., B. Acct.,
Western Normal College,
Acting President.

Professor in Normal and Preparatory Departments.

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Graduate State Normal School, Whitewater, Wisconsin.
Instructor in Normal School and Manual Training,
Supervisor of Practice Teaching.

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University of Chicago.
Professor of Mathematics and Sciences.

FLOYD M. McDOWELL, B. A.,
University of Iowa.
Professor of Psychology, Advanced History and English.

JACOB P. ANDERSON,
University of Nebraska.
Instructor in Agriculture, Preparatory Science and Mathematics.

ROY V. HOPKINS, B. A.,
Lombard University, Illinois.
Professor of Ancient Languages, Director of Athletics.
Dean of Men.

MRS. J. H. ROYCE,
Instructor in Elementary and Preparatory Subjects.
Dean of Women and Matron of Patroness Hall.

PAULINE ANTHONY,
Instructor in Shorthand and Typewriting.

GUY F. MINTUN, M. C. S.,
Highland Park College,
Professor of Accountancy, Law, and Other Commercial Subjects.

HELENA J. LAMBERT, B. E.
Graduate Soper School, Oratory, Chicago.
Professor of Oratory and Public Speaking.

MARGUERITE L. WICKES, B. M.,
Chicago Musical College.
Instructor in Piano and Harmony.

HELEN BATES, B. M.,
Simpson Conservatory of Music.
Instructor in Voice and History of Music.

CHRISTIANA SALYARDS,
Instructor in Bible Study and Religious Pedagogy.

BOARD OF TRUSTEES

TERM EXPIRES 1912.

C. F. SMITH, Lamoni, Iowa.
R. J. LAMBERT, Lamoni, Iowa.

TERM EXPIRES 1913.

F. B. BLAIR, Lamoni, Iowa.
S. A. BURGESS, Saint Louis, Missouri.
FREDERICK M. SMITH, Independence, Missouri.

TERM EXPIRES 1914.

DANIEL ANDERSON, Lamoni, Iowa.
ALBERT CARMICHAEL, Lamoni, Iowa.

OFFICERS OF THE BOARD.

ALBERT CARMICHAEL, Chairman.
S. A. BURGESS, Secretary.
J. A. GUNSOLLEY, Treasurer, not a member of Board.

ALUMNI ASSOCIATION

C. E. IRWIN, President, Taberville, Missouri.
ALMON G. HOUHAS, Vice-president, Macedonia, Iowa.
MILDRED SUMAN, Secretary, Moline, Illinois.
PAULINE ANTHONY, Historian, Lamoni, Iowa.

General Information

Ideal and Object

The foundation of Graceland College was determined in 1890, and its educational work commenced on September 17, 1895. The corner stone of the present building was laid on November 12, 1895, and classes commenced therein in January, 1897.

In the Articles of Incorporation of the College, it is declared that the College shall be "for the benefit of all persons who are able to enter the same as provided in the course of study, without distinction of sex, caste, or religion"; and it is further enjoined "that the College shall never be sectarian in its work or instruction, but its advantages and privileges shall be open to all alike."

The professors and teachers are selected upon their merits and ability to impart instruction. Inasmuch as the College was founded and supported by a religious body, the Reorganized Church of Jesus Christ of Latter Day Saints, this declaration of impartiality and nonsectarianism is almost unique in its liberality.

This ideal has been strictly maintained, and while every effort is made to surround the students of the College with moral and Christian influences, neither faculty nor students are restricted as to their religious privileges, nor hindered from the free exercise of their denominational preferences.

The object of the establishment of Graceland College was to provide an institution of higher learning, affording the means of acquiring the best possible education. Nobility of character and proficiency of scholarship were to be the corner stones of its educational system. The situation of the College in a progressive and law-abiding community, where there are neither saloons nor drug-gists with permits to sell intoxicants, is a material advantage. As regards the quality of its educational training, it is sufficient to state that while the College does not profess to compete in the extensiveness of its curriculum nor in endowments with the great colleges and universities, it does propose to offer, in the branches of study for which it makes provision, work of the most advanced type, conducted on modern methods, and comparing favorably with the corresponding work of any institution. As patronage and resources increase, the College will enlarge its area of work. The trustees are determined to secure the maintenance of a high standard of scholarship.

Situation and Buildings

Graceland College is situated within the town of Lamoni, Decatur County, Iowa, being but a few miles from the Iowa-Missouri boundary. The College building and campus are picturesquely and healthily located upon high, rolling ground, properly drained and well laid out. The building is designed and planned with modern improvements, and is sufficiently commodious to answer the demands of a first-class institution. Ample space is reserved for the erection of such further buildings as from time to time may be necessary.

The area of the College addition is sixty-six and two thirds acres, of which twenty acres were donated by Mrs. M. Walker, thirteen and one third acres by Mr. W. A. Hopkins, and six and two thirds acres by Mrs. M. A. Wickes, the remainder being secured by purchase.

Organization

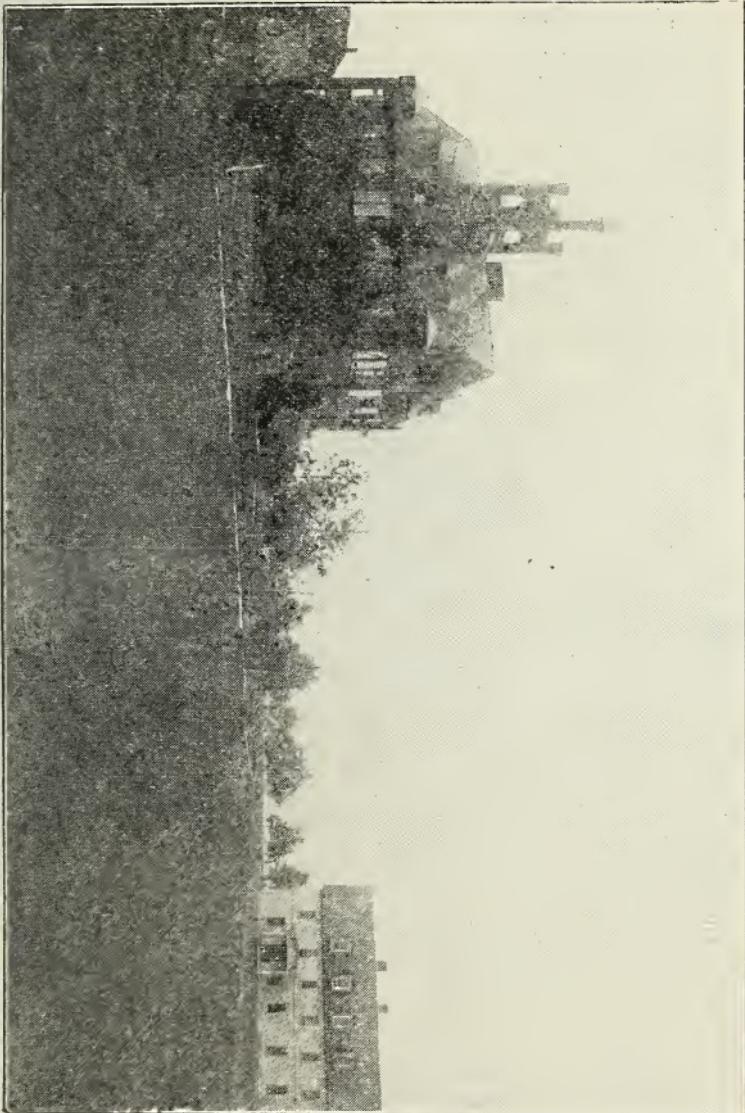
The College proper is open only to graduates of approved high schools or secondary schools (including the college preparatory course) or to those who pass its examinations for admission, being not less than sixteen years of age. It provides regular courses of four years, leading to the degrees of Bachelor of Arts and Bachelor of Science. Special students not candidates for a degree are admitted, provided they are not less than twenty years of age, and can produce satisfactory evidence of their competency to take up the subjects for which they propose to enter.

In addition to the College courses, facilities are offered, for the present, in the following departments: Normal School (including a general preparatory course and teachers' course), Commercial School (including general business course, shorthand and typewriting course, combined course and preliminary English course), and School of Music, Oratory, and Manual Training.

The Library

During the last two years, the library has been growing rapidly and now contains over seven thousand volumes. The books are all classified according to the Dewey-Cutter system and a number of the main divisions have been card indexed. There are nearly a thousand bound volumes of magazines, thus giving quite efficient reference work and much collateral reading. Two recent additions are a file of the Atlantic Monthly in 105 volumes and a file of the

MAIN COLLEGE BUILDING, AND THE TWO DORMITORIES.



North American Review in 185 volumes. All divisions of the library will be greatly strengthened during the year.

The friends of the college have been doing nobly by donating money and books for the library, yet there are many volumes needed. If you care to aid in any way, consult or write to the president or librarian.

The Museum

The Museum cases are situated on the third floor and contain a great variety of interesting, rare, and valuable specimens. Some of the principal features are:

1. A collection of minerals, ores, and geological specimens from various sources.
2. A collection of shells and corals, largely from the Pacific Ocean.
3. A collection of ethnological specimens, many of which are from the islands of the Pacific.
4. Zoological specimens, including a collection of insects.
5. Miscellaneous articles and curios.

Friends of the College are invited to send in contributions. New cases are being installed, and in order to give greater efficiency rearrangement and relabeling are in progress.

The Herbarium

The College Herbarium contains several thousand mounted specimens and a quantity of unmounted fungi, fruits, etc. The larger groups of the vegetable kingdom are represented by a fair number of specimens, the collections of flowering plants and parasitic fungi being comparatively stronger than that of other groups. Special attention has been given to the local flora.

Laboratory Facilities

The College offers facilities for laboratory work in physics, chemistry, and biology. The laboratories are being improved from year to year by the donations from interested persons and by purchase. It is the purpose in offering work in laboratory courses to be satisfied with nothing but the best. Therefore, every effort is being made to increase and improve our laboratory equipment. The herbarium and museum furnish a large amount of material for biological and geological study.

Gymnasium

Though Graceland has not yet succeeded in securing sufficient means to provide a modern gymnasium, yet the work has not been allowed to go unnoticed. Apparatus will be added from time to time. Effort will be made to provide a modern gymnasium on the College grounds as soon as practicable.

There are two athletic organizations in Graceland College: Men's Athletic Association and Women's Athletic Association. The former is divided into three heads, viz: football, baseball, and track athletics; the Women's Association includes a basketball team and tennis club. For each of these divisions a manager is elected. Both associations are subject to the control and supervision of a Managing Board, composed of two faculty members, two students, and one member from the alumni of the regular Collegiate Department of the College.

Athletic Associations

All forms of athletics are encouraged so far as is consistent with college work.

As it is natural for the youth to give vent to their superfluous energies and enthusiasm by means of athletic sports, a director of athletics has been secured whose aim is not only to instruct in physical exercises, but also to see that such enthusiasm is kept under proper restraint and guided into proper channels; and that the proper moral atmosphere shall pervade all sports and contests, that the principles of right, truth, and fairness may characterize such contests and be instilled into the minds of the youth, in athletics as in all other things.

Oratorical Association

It is the purpose of this association to hold annually a contest to which all students of the College are eligible and for which a prize of a year's scholarship is offered to the winner. This scholarship has been endowed by a friend of the College and one interested in oratorical work. This society affords an excellent opportunity for students to develop in public speaking.

Students' Literary Society

The Athenian Literary Society has been organized for the purpose of providing opportunity for development in appearing before audiences. The aim is to have every student registering in the Col-

lege become an active member. There is a tendency among students to neglect this all-important part of college life. The work consists of music, elocution, public speaking, and debate. The meetings are held every Saturday night during the session.

Booster Club

During the Winter Term, February 3, 1908, a Booster Club was organized, under the supervision of the president. On the morning of the organization a number of students were called upon for short speeches at the chapel hour, in order to find out the sentiment of the student body towards this kind of an organization. Great enthusiasm was shown and many of the students gave excellent talks as to the purpose and latent possibilities of the proposed club.

An organization was effected and has continued, being a means of material help in various ways. Through the efforts of the club, excellent lecture courses have been offered to the people of Lamoni and community at very nominal prices. A system of electric signal bells has been installed in the dormitories, connected with the college clock in the main building, that calls the class periods automatically. Much interest and enthusiasm has been awakened in college work by the members of the club keeping before the people the advantages and needs of the college. Commencement speakers have been provided by the proceeds from the lecture courses, thus saving this expense to the school.

It is impossible to enumerate the good done, and that may be done, through this club. It is the intention to extend its good work much farther by organizing Local Booster Clubs in every place possible and to make boosters of as many people as are willing to assist whether identified with a club or not. All may be members of the "big club."

Patroness Society

An organization known as the Patroness Society of Graceland College was formed for the purpose of assisting the institution in whatever way they could. This is a real "booster" organization, for since they began their work they have raised by various methods over three thousand dollars for the benefit of the college. This amount has been judiciously expended in the following, and other ways: The cement walk leading from town to the college was paid for largely by them. They furnished a lighting plant; provided the furniture for the President's office; gave a hundred

dollars to the library; contributed two thousand dollars to the building and furnishing of Patroness Hall, which was named in their honor, purchased a refrigerator for the boarding department; and doubtless many other things, too numerous to mention, or forgotten. They have also done much to cultivate the spirit of sociability in Lamoni, and have kept the college spirit keenly alive. We owe much to the Patronesses.

Government

The aim in the administration of college government is to lead the student to feel that his honor demands that he act in harmony with conditions promoting the highest possible development. Self-control, or self-government, is one of the great lessons of life to learn. There is no better place to learn it than in the college. Rigid rules are laid down only as occasion demands. Anything of a malicious nature will be dealt with by severe measures. We feel that we are granting privileges to the student and breach of discipline warrants deprivation of these privileges. Honorable dismissal is granted only upon a two thirds vote of the Faculty.

Students who do not avail themselves of their opportunities while here will be reported to parents to that effect. It would be unjust to the parent to do otherwise.

Religious Exercises

Devotional exercises are held in the College chapel every morning, except Saturday and Sunday, at 10.15 o'clock. All students are expected to attend unless excused by the President.

Regular Sabbath services are carried on at the Saints' chapel. At the morning service at 11 o'clock all students are expected to be present unless they are regular attendants elsewhere. The students are cordially urged to attend all the services of the church.

A student prayer meeting is held each alternate Wednesday evening in the College chapel.

Lectures

During the year lectures are given in the College chapel by members of the Faculty and others each Thursday morning. These lectures cover a wide range of knowledge. Ministers in the missionary field and others kindly respond to invitations to address the students. These addresses are always full of interest.

In addition the College has maintained during the year a lecture course, giving opportunity to hear good platform talent, under the auspices of the Booster Club.

These features of college life have a high cultural effect and must not be overlooked in selecting a school.

Historical Association

This is an organization of the young men of the College for the purpose of making a study of the history of the church and religions. They not only have papers and discussions prepared among their membership, but frequently the Church Historian, members of the First Presidency, of the Quorums of the Twelve and Seventy, and other ministers, are invited to lecture before the association.

They study denominations and religions, their origin; leading doctrinal features, and plans of organization. While the meetings for the most part are private, occasionally public sessions are held.

As an educational factor in the College this association has possibilities for good that are of much importance, giving as it does the young men an opportunity to study this very important question of religion.

Attendance at Recitations

Regularity of attendance upon recitations is necessary. Five unexcused, or ten excused, absences in four or five hour courses, or three unexcused, or six excused, absences in two or three hour courses, per term will be sufficient to justify the respective teachers in canceling the registration. If any teacher thus cancels the registration of any student, he can not reinstate such student unless by concurrence of the Faculty, which can be secured only by petition through the Secretary of the Faculty.

Examinations

Examinations are held at the close of each term. The student must take the examination before credit in any study is allowed. Any student failing to take an examination according to the regular arrangements may be refused an examination, unless his absence from the regular examination is considered justifiable. Sixty-six and two thirds per cent is granted on class grade, and thirty-three and one third per cent on examination.

Degrees

The degrees of Bachelor of Arts and Bachelor of Science are given upon the completion of the corresponding course of study. The conditions are fully explained elsewhere.

Dormitories

There are dormitory accommodations for sixty-eight students on the College grounds. Marietta Hall and Patroness Hall have been built by funds contributed for the purpose. The rooms are light, well-ventilated, and comfortably furnished. Each building has electric lights, furnace heat, toilets and baths.

The personal conduct of students living at the dormitories is at all times under the immediate supervision of the Dean of Men and the Dean of Women, respectively, who are resident at the dormitories and who with the Dormitory Committee of the Faculty make all necessary regulations, not otherwise provided for, pertaining to the student life.

Marietta Hall accommodates twenty-four men on three floors, with an athletic room in the basement. Patroness Hall accommodates forty-four women on the second and third floors, with a general kitchen, dining room, music room, and matron's room, on the first floor, and laundry in the basement.

Expenses per week for students at these buildings will be as follows: Board, \$2.50; light, 15 cents; room, 50 cents; heat, when necessary, 35 cents.

A limited number of men can engage comfortably furnished rooms at the College farm house, near by, and take their meals at the general dining-room. The rate to such students will be \$3.00 per week throughout the year.

In all cases, payment for accommodation at the dormitories must be cash in advance, or some other satisfactory arrangement with the one in charge. In case of absence from meals no refund will be made except for three or more consecutive meals, notice of such absence having been previously given, and then a refund of ten cents per meal may be allowed. In no case will payment for room rent, heat, or light be refunded while a room is being occupied by the effects of an individual.

Transients may secure meals at the following prices: dinners only, 20 cents; consecutive meals six for \$1.00; lodging, when available, 15 cents.

Each student should provide himself with towels, a pair of blankets, one quilt, a small rug, and any other accessories he may desire.

Particular rooms may be engaged in advance for the coming year by making application to the Superintendent of Buildings and Grounds and depositing a forfeit of two dollars (said amount being credited as the first four weeks' room rent) in accordance with the following consideration, viz:

By noon of June 1, all present occupants of rooms in any dormitory must have made application to retain their rooms, if they so desire, and have made the necessary deposit. All other applications, accompanied by the deposit, will be received, dated, and placed on file, and rooms assigned in proper order, after above date.

REGULATIONS.—During the past year the following regulations, adopted by the Board of Trustees, have been in force. Application for rooms signifies the willingness of students to abide by the regulations.

1. All students taking meals at Patroness Hall are expected to be on time for meals at the regular hour posted or announced. The men will leave the building promptly at the close of all meals.

2. All students resident on the college grounds are to be in their respective buildings and quiet at and after 8 o'clock p. m., except as leave of absence may be granted by the Dean in charge. On such nights, as well as on all other nights, unless special provision has been made, the students are to be in their respective rooms and quiet at and after 10 o'clock p. m. Lights will be turned out at 10:30. Lamps will be provided in case of sickness or emergencies, and may be procured by application to the Dean.

3. Dancing, the use of playing-cards, tobacco, or intoxicants in any form, profanity, or rude and improper conduct are positively prohibited.

4. The use of chafing dishes, and the like, in cooking confections, and so forth, will be allowed only by arrangement with the Dean; and students bringing such utensils to the dormitories must leave them in the custody of the Dean.

5. The kitchen, dining hall, and other parts of the premises are in their nature private, and only students whose employment makes it necessary are permitted to have access to them, except as permission may be given by those in charge.

Industrial Department

The Industrial Department is prepared to give employment to a limited number of responsible young men and young women who wish to defray a part or all of their expenses by their own labors

while attending College. This work includes a variety of employments; janitorships, firemen, gardeners, choremens, poultry keepers, laundry help, kitchen and dining room help, teamsters, general farm help, etc.

In order that there may be a perfect understanding, a simple form of contract will be provided to be signed by each student regularly employed, and a cash deposit or guarantee required from each, of not to exceed five dollars; said deposit or guarantee to be an evidence of good faith and to cover any loss to the department through carelessness or neglect of the student. Any part of said sum remaining at the expiration of the contract will be returned to the student. Up to the present time a uniform wage of ten cents per hour is allowed students for all classes of work.

Prospective students desiring to partake of the benefits of the Industrial Department should communicate at an early date with the President's office.

A number of young people can obtain employment in the homes or business houses of Lamoni. The College will do all possible to enable deserving and energetic students to earn their way.

Students working for all expenses must not expect to complete their studies in a minimum time; usually a longer period is required on account of the fewer studies that can be taken at one time.

The College Farm

The College Farm of forty acres, together with the original college plat, makes a tract of nearly one hundred acres adapted for farming purposes. The farm is fairly well stocked and equipped, furnishing good facilities for the teaching of agriculture. There is an old orchard and also one recently set out. Considerable gardening is done with special reference to supplying the tables of the boarding department with both fresh and canned fruits and vegetables. Dairying and poultry raising are quite important departments of the farm. The farm is operated by a superintendent, with such student help as may be needed.

Scholarships

A number of scholarships have been issued by the College and are now in the hands of private patrons, who are often willing to confer the same for one or more years upon worthy poor students desirous of attending College; these scholarships cover tuition fees to the amount of \$30 per annum, but not registration, diploma, laboratory, or other incidental fees where such are imposed.

The College invites subscriptions to its scholarships, and trusts that a considerable number may be taken up by those desiring to foster educational progress. The Secretary of the Board of Trustees or the President of the College will always be glad to respond to any inquiries.

The College authorities would be pleased to see as many of these scholarships as possible used to help deserving high school graduates to the attainment of a regular college course of four years, and that in any case preference should be given to students pursuing their studies for periods of not less than two years.

The Board of Trustees, through a friend of Graceland, have provided for the offering of an annual scholarship in Graceland College, valued at \$30, to the one winning in the annual oratorical contest. This scholarship carries with it considerable honor, and all who are contemplating attending Graceland should use their spare moments in preparing to enter this contest. Information will be gladly given upon inquiry.

Tuition and Fees

THE COLLEGE.

Matriculation Fee.—Every student before entering upon the regular collegiate work must pay a matriculation fee of \$3. In the case of students sitting for the admission examinations, the examination fee (\$5) covers matriculation.

Tuition Fee.—The tuition fee is \$30 per year if paid in advance, otherwise \$11 per term, payable at the beginning of each term.

Laboratory Fees.—These fees are payable in advance. See the individual courses for the amount of the fee.

Graduation Fee.—A fee of \$5 is payable on taking a degree.

THE NORMAL SCHOOL.

Registration Fee.—One dollar a year unless registration is changed from one department to another. For each change there will be an additional fee of \$1.

Tuition Fee.—Thirty dollars per year in advance, or \$11 per term in advance.

THE COMMERCIAL SCHOOL.

Tuition.—Forty dollars per year, or \$14 per term, in advance.

Typewriter Fee.—One dollar per term is charged for the use of the typewriter in the typewriting course.

School of Music

TUITION.—TERM OF TWELVE WEEKS.

Piano.—Two lessons per week, \$14.40.

Piano.—One lesson per week, \$9.

Voice.—Two lessons per week, 14.40.

Voice.—One lesson per week, \$9.

Harmony.—Two lessons per week, 30 minutes, \$12.

Harmony.—One lesson per week, 30 minutes, \$7.20.

Harmony.—Class of three pupils, one lesson per week, 60 minutes, \$5.

Technique.—Private, one lesson per week, 30 minutes, \$9.

Kindergarten.—Class lessons, one lesson per week, 60 minutes, \$3.

Voice.—Chorus, \$2 per year, \$1 per term.

School of Oratory

TUITION.—TERM OF TWELVE WEEKS.

Two private lessons per week, 14.40.

One private lesson per week, \$9.

Class lessons daily, \$3.

Two private lessons per week and daily class work, \$16.

In the Normal, Commercial, and Music and Elocution schools, the diploma fee is \$3, payable to the President of the College before the diploma is granted.

In no case, except protracted sickness, will money paid for tuition or fees be refunded.

Students registering for six or less hours' work in Collegiate, Normal, or Commercial courses will be charged only half tuition; above six hours, full tuition. However, students taking two lessons a week in Music or Elocution may pay pro rata of hours.

Your Railroad Fare Paid

In trying to approach an equality of opportunity for those desiring college training, the Board of Trustees passed a resolution to the effect that one fare rate to the amount of \$10 be allowed students coming to Graceland, providing they pay for a years' tuition in advance. Proportionate rates are allowed for those paying for only one term in advance. Do not forget to have the agent where you buy your ticket give you a receipt for the amount you pay. That will facilitate matters very much and assure the proper discount.

The Music School

The Graceland School of Music, though not having headquarters in the main building, is in close affiliation with the work of the College. The chief advantage of the music school is in having the cultural influence of high-class musicians. An institution without the influence of musical ability loses much of soul culture. The work of the school is open to all of the students. A beginner's class in vocal music is formed every year in the main building, where students have the advantages of two lessons per week without charge. By the end of the year some excellent voices are developed.

The Graceland Choral Society, an organization to promote choral music, contributes no little item to the list of Graceland's achievements. This has become very popular. Each year a difficult piece of choral music is given before the public. The work is first-class and is open to all from beginners to graduates.

All of the courses offered by the music school are standard.

The School of Oratory

The new idea in oratory is fast gaining a place in our schools, Graceland is in the very forefront in her oratory work. As head of the department, we have a graduate of one of the leading schools of oratory. She is capable of teaching real oratory, and students are urged to pursue regular courses, which tend as much toward culture as any in the curriculum. The work is broadening, and awakens the student to a realization of his own powers.

Alumni Association

The alumni association was formed for the purpose of promoting social fellowship among the alumni and to render whatever assistance the alumni might give for the benefit of Graceland College. Provision was made for an annual banquet on alumni day. It is hoped that every alumnus of Graceland College will identify himself with this association for mutual help. The terms of admission are to simply write the Secretary of the Alumni Association of Graceland College, making application for membership; and you will be enrolled. The Alumni Association of an educational institution should be one of the strongest means of support, and a powerful factor in shaping its policies.

College of Liberal Arts

Students of this department will, in the ordinary course, read for a degree in arts or science, the work for which will usually cover four academic years (actually three and three quarter years). Where work is interrupted by absence from the College over one or two terms, the minimum period required for graduation will be longer. Successful completion of the required work will entitle the student to receive the degree of Bachelor of Arts or Bachelor of Science, according as the course pursued has been in arts or science. Students not candidates for a degree are admitted under conditions stated on page 34.

Requirements for Admission*

Applicants for admission must be at least sixteen years of age, and must present satisfactory evidence of good moral character. Unless admitted on certificate, for which see page 34, students who intend to enter for a degree course must pass an entrance examination, the standard of which is based upon the work covered by a high school course of four years.

Fifteen units of credit are required for full standing, but thirteen units will be accepted for partial standing, provided that the deficiency is made good before the end of the first year in college. An admission unit represents a course of study covering four or five periods a week for one school year in a high school or secondary school of high grade.

Students presenting fifteen units in suitable preparatory subjects, approved by the College, but not covering all the required preparatory work, may be admitted as unclassified students. Such students must make up their deficiencies in required preparatory work at once, and upon satisfactorily accomplishing this will be transferred to the list of regular candidates for a degree.

- The following subjects must be presented by all candidates:
- English, three units.
 - History, one unit.
 - Mathematics, three units.
 - Physics, one unit.

*Those who can not meet the requirements for entrance to College of Liberal Arts may enter the Normal or Preparatory courses.

Students selecting work leading to B. A. degree must present in addition to the eight units required of all candidates, three units in Latin (or Greek).

Students selecting work leading to the B. S. degree must present, in addition to the eight units required of all candidates, three units in some foreign language.

All candidates expecting to take up Latin in the College must present four units in that language and all offering less than four units in some foreign language must offer four units in English.

The remaining seven units may be chosen from the following list:

Latin, two or four units.

Greek, two units.

French, two or four units.

German, two or four units.

History and Political Science, one or two additional units.

English Literature, one unit.

Chemistry, one unit.

Botany, one half unit.

Zoology, one half unit.

Physiology, one half unit.

Physical Geography, one half unit.

Astronomy, one half unit.

*Biology, one unit.

Bookkeeping, one half unit.

Scope of the Work Required for Admission.

ENGLISH (three or four units).—Candidates presenting less than four units in some one foreign language must present four units in English. Others are required to present three units. All applicants for admission to the Freshman class will be examined in English, Grammar, and Composition, and no one will be admitted who is found to be deficient therein. Besides passing this examination, candidates must show evidence of the following work:

Grammar.—Word study and history of English language, including some work in letter-writing and composition. A study of common errors in punctuation. Some of the fundamental principles of rhetoric (one unit).

*Not to be offered if Botany or Zoology is presented.

Composition and Rhetoric (one unit).—The careful study of *Composition and Rhetoric* using some approved text-book is recommended, along with constant practice in the writing and revising of themes, the subjects of which should be drawn in part from personal experience and observation and in part from the set books mentioned below.

Literature (one or two units).—The following works are prescribed, in harmony with the "uniform college entrance requirements in English," 1909, 1910, 1911.

For careful study:

Shakespeare's *Macbeth*.

Milton's *Lycidas*, *Comus*, *L' Allegro*, and *Il Penseroso*.

Burke's *Speech on Conciliation with America*, or Washington's *Farewell Address*, and Webster's *First Bunker Hill Oration*.

Macaulay's *Life of Johnson*, or Carlyle's *Essay on Burns*.

For reading:

Group 1 (two books to be selected):

Shakespeare's *As You Like It*, *Henry V*, *Julius Cæsar*, *The Merchant of Venice*, *Twelfth Night*.

Group 2 (one book to be selected):

Bacon's *Essays*.

Bunyan's *The Pilgrim's Progress*; Part I, *The Sir Roger de Coverly Papers* in the *Spectator*.

Franklin's *Autobiography*.

Group 3 (one book to be selected):

Chaucer's *Prologue*.

Selections from Spenser's *Faerie Queene*.

Pope's *The Rape of the Lock*.

Goldsmith's *The Deserted Village*.

Palgrave's *Golden Treasury* (first series), Books II and III, with special attention to Dryden, Collins, Gray, Cowper, and Burns.

Group 4 (two books to be selected):

Goldsmith's *The Vicar of Wakefield*.

Scott's *Ivanhoe*, *Quentin Durward*.

Hawthorne's *The House of Seven Gables*.

Thackeray's *Henry Esmond*.

Mrs. Gaskell's *Cranford*.

Dickens' *A Tale of Two Cities*.

George Eliot's *Silas Marner*.

Blackmore's *Lorna Doone*.

Group 5 (two books to be selected):

Irving's *Sketch-Book*.

Lamb's *Essays of Elia*.

DeQuincey's *Joan of Arc* and *The English Mail-Coach*.

Carlyle's *Heroes and Hero-Worship*.

Emerson's *Essays* (selected).

Ruskin's *Sesame and Lilies*.

Group 6 (two books to be selected):

Coleridge's *The Ancient Mariner*.

Scott's *The Lady of the Lake*.

Byron's *Mazeppa* and *The Prisoner of Chillon*.

Palgrave's *Golden Treasury* (first series Book IV, with special attention to Wordsworth, Keats, and Shelley).

Macaulay's *Lays of Ancient Rome*.

Poe's Poems.

Lowell's *Vision of Sir Launfal*.

Arnold's *Sohrab and Rustum*.

Longfellow's *The Courtship of Miles Standish*.

Tennyson's *Gareth and Lynette*, *Lancelot and Elaine*, and *The Passing of Arthur*.

Browning's Selections.

In the admission examination, the candidate will be required to write briefly on each of several topics chosen out of the books set for general reading—there will be a choice of questions. These books are to be read intelligently, and with special regard to their most important parts, but the candidate is not expected to know them minutely. His acquaintance with the books prescribed for careful study will be tested more thoroughly, and a knowledge of literary form and structure as well as of subject-matter is required; special emphasis will also be paid to his power of lucid and grammatical expression. Throughout the high school course, considerable attention should be given to English and American literature.

The fourth year of the course should be devoted to the systematic study of the outlines of English literature, giving time to the careful reading of representative authors in each period.

HISTORY AND POLITICAL SCIENCE (one, two, or three units).

Greek and Roman History (one unit).—This, or a year's work in English and American History, must be offered by every candidate. For the present, however, a year's work in General History, as covered by Myers' *General History*, will be accepted as a substitute for the Ancient History. The Greek History is to be

taken as far as the fall of Corinth and the Roman History to the end of the reign of Constantine.

English and American History (one unit).—Montgomery, Larned, or Gardiner are suitable texts in English History; Channing, Fiske, Montgomery, or McLaughlin in United States History. Provided Ancient or General History is offered, United States History (one half unit) and Civil Government (one half unit) may be offered to make up an additional unit.

General European History (one unit).—Adams' or Bourne's *Mediaeval and Modern History* is a suitable text-book.

Civil Government (one half unit).—The amount of work required is represented by Fisk's *Civil Government*.

Economics (one half unit).—Work for half a year on the Principles of Economics, as set forth in Laughlin's *Elements of Political Economy* or in Walker's *First Lesson in Political Economy*, will be accepted.

It is not intended that more than three units should be offered in this group.

MATHEMATICS (three units).—The three units required of all candidates include algebra through quadratics, and plane and solid geometry. About one and one half years should be devoted to algebra, one year to plane geometry, and half a year to solid. In both plane and solid geometry emphasis will be laid upon the solution of original problems.

PHYSICS (one unit).—Elementary mechanics, sound, heat, light, electricity, and magnetism should be covered, about half the time being devoted to experiments and observations by the pupil. The original note-book of experiments, indorsed by the teacher, will be required from each candidate for admission. Carhart and Chute's *Elements of Physics*, or Hoadley's *Brief Course in Physics* are suitable text-books.

LATIN (two or four units).—Candidates for admission wishing to enter the Freshman Latin class, must offer four units. Those offering two units of Latin should have completed some introductory text-book in Latin Grammar and have read four books of Cæsar's Gallic Wars, and one of the Orations of Cicero.

Those offering four units must be well prepared in the elements of Latin Grammar, including etymology, syntax, and prosody, and must have had practice in the writing of Latin, based upon their current reading, during the whole of their preparatory course. In prose composition, an amount equal to Collar, Part III, is required for admission. The following authors are prescribed:

Cæsar (four books), Cicero (six orations), Virgil (six books). Portions of other authors equivalent in difficulty and amount may be offered.

The Roman method of pronouncing Latin is used at the College.

GREEK (two units).—Two years' work is required from those presenting Greek, and it is suggested that the candidate obtain a thorough knowledge of White's *First Greek Book*, using with it Goodwin's *Greek Grammar*. Constant exercise in the writing of Greek is necessary. Set authors: Xenophon's *Anabasis* (four books), Homer's *Iliad*, or *Odyssey*, (three books).

FRENCH (two or four units).—The candidate offering two units in French will be expected to have a good knowledge of the elements of French Grammar, including the irregular verb forms, and the simpler uses of the conditional and subjunctive. Conversation and dictation should be given careful attention. The authors read should be Halvey's *L' Abbe Constantin*, Merimee's *Colomba*, and Daudet's *Tartarin de Tarascon*, or authors of similar difficulty to an equal amount.

The candidate offering four units will be expected in addition to have read De Vigny's *Le Cachet Rouge*, Hugo's *La Chute*, Dumas' *Les Trois Mousquetaires*, Lamartine's *Graziella*, Well's Selections from Balzac's *Comedie Humaine*, Daudet's *Nabob*, or authors of similar difficulty, to an equal amount. Considerable practice in composition and in conversation is necessary.

GERMAN (two or four units).—The candidate offering two units in German will be expected to have a good knowledge of the elements of German Grammar; a good pronunciation and facility in simple conversation required. From one hundred to one hundred and fifty pages of graduated text should be read, followed by the reading of Storm's *Immense*, or equivalent work to the amount of about four hundred pages.

The candidate offering four units will be expected in addition to have read from five to six hundred pages of moderately difficult writing. The authors from which the amount should be selected are Lessing, Schiller, and Freytag. Considerable practice in composition and in conversation is essential.

The presentation of two units will qualify for admission to Course 2, or four units to Course 4.

CHEMISTRY (one unit).—The year's work required in Chemistry must centralize upon the laboratory, and a theoretical course without practical work on the part of the pupils can not be ac-

cepted. Freer's *Elements of Chemistry* or Remsen's *Elements of Chemistry* are suitable text-books.

BOTANY (one half unit).—The work in Botany should include laboratory and fieldwork. The habit of accurate observation should be cultivated from the beginning. The local flora may form a basis of study, the flowering plants being given chief attention, but the pupil should show some knowledge of the lower plants. Suitable text-books are such as Atkinson's *Elementary Botany*, and Bergen's *Foundations of Botany*.

ZOOLOGY (one half unit).—The candidate offering this subject must show a knowledge of the anatomy and life history of some typical animals belonging to various groups of the animal kingdom. These animals should be studied in the laboratory, and the habit of correct observation and careful record cultivated. The study should include the habits and relation to environment of the types studied. Colton's *Practical Zoology*, or Burnet's *School Zoology* are suitable text-books.

BIOLOGY (one unit).—Those desiring to do so may offer one year's work in general Biology in the place of Botany and Zoology. In this work, considerable attention should be given to the general principles of the science, but the pupil should also have a definite knowledge of a number of types of plants and animals.

PHYSICAL GEOGRAPHY (one half unit).—The student must have an elementary knowledge of the phenomena and relationship of the solar system; atmospheric conditions; evolutions and modification of land forms; the origin, nature, and results of oceanic movements; physical environment and its bearing upon human activity, etc. The making and study of maps, and some fieldwork should be included. Dryer's *Lessons in Physical Geography*. R. S. Tarr's *Elementary Physical Geography* are text-books that may be recommended.

ASTRONOMY (one half unit).—A knowledge of the important facts and principles of Astronomy, when applied, is required, including the more recent developments in the direction of spectroscopy and photography. Thorough familiarity with Young's *Elements of Astronomy* will suffice for the requirements of the College.

Admission Examinations

Admission examinations are ordinarily held in September at the opening of the College session, but will be held at the close of each term if required. Applications for permission to sit at

these examinations must be made to the President of the College. Fees for the Examinations.—A fee of \$5 is charged candidates, payable on the day of commencement.

Admission by Certificate

Graduates of the high schools or of the secondary schools of high grade requiring a four years' course for graduation will, as a rule, be admitted to undergraduate standing without examination. Each student desiring to be so admitted must furnish to the College a certificate stating exactly the amount and kind of work done in each study, drawn and signed by the principal of the school attended. Where the course of study of the school does not completely cover the amount of admission work previously stipulated, examinations in those portions of the syllabus fairly covered by the school may be waived by the College; but a detailed certificate of the work done in each subject must be presented. Upon the indorsement of his certificate by the College, and his registration as an undergraduate, each student must pay a matriculation fee of three dollars.

Advanced Standing

Students from approved colleges bringing proper certificates of work and standing will be permitted to enter without examination. In determining their position in the College, however, the value of the work will be measured by the standards of this College.

Students coming from colleges whose requirements are substantially those of this College, will be admitted ordinarily to equal rank, provided they enter not later than the beginning of the senior year. The assignment of students will be at the discretion of the Faculty.

Special Students

Persons under twenty years of age will not be received as special students. The privileges extended to special students are not intended for those who come directly from the schools, with insufficient preparation for regular standing, but for those who are qualified by age, character, practical experience, and habits of study to profit by college work. Such properly qualified persons may be admitted as special students, without fulfilling the regular entrance requirements, upon presenting satisfactory credentials and testimonials; special students are subject to the same college regulations as regular undergraduates, and they may

become candidates for graduation upon fulfilling all college requirements, including those for entrance. Special students pay the same fees as regular course students.

REQUIREMENTS FOR GRADUATION

BACCALAUREATE DEGREE.

No candidate can be allowed to proceed to a degree unless at least one academic year has been spent in residence at the College.

The degrees offered to those successfully completing certain lines of study are Bachelor of Arts, and Bachelor of Science. For graduation, one hundred and eighty hours of credit must be obtained, the credit being given for the satisfactory completion of work equivalent to one exercise a week during a term. In laboratory work, two or more hours are required to count as one for the purpose of assigning credits. Regular and punctual attendance, satisfactory home preparation, and the passing of all required departmental and college examinations are essential prerequisites to the granting of credits.

Certain work is required from candidates preparing for their respective degrees. All work outside of this is elective.

THE DEGREE OF BACHELOR OF ARTS (B. A.)

The following work is prescribed for the degree:

English, Courses 1 and 2.

Mathematics, Courses 1, 2, and 3.

{ German, Courses 1 and 2,
 or
 French, Courses 1 and 2,
 or
 Latin, Courses 1, 2, and 3.
History, Course 1 or 2.

The Freshman year must include work in all the four branches, and it is desirable that the remaining required work be completed not later than the Sophomore year. A candidate for the degree of Bachelor of Arts is required to secure one hundred and eighty hours of credit in all. In the Junior year, work in some department to the extent of no less than five hours a week must be chosen as a major study and pursued for six terms.

THE DEGREE OF BACHELOR OF SCIENCE (B. S.)

GENERAL SCIENTIFIC COURSE.

The following work is prescribed for the degree:

English, Course 1.

French or German, Course 1.

Mathematics, Courses 1 to 6 inclusive.

Chemistry, Courses 1 and 2.

Physics, Courses 1 and 2.

The Freshman year must include work in the first four branches, and it is desirable that the remaining required work be completed not later than the Sophomore year. In addition to the above, the student must secure further credit to the amount of forty-five hours in one or more of the following departments: Mathematics, Biology, Geology, Chemistry, Physics. In the Junior year, work in some departments to the extent of not less than five hours a week must be chosen as a major study and pursued for six terms. A candidate for the degree of Bachelor of Science in the general scientific course is required to secure one hundred and eighty hours of credit in all.

RULES CONCERNING ELECTION OF STUDIES, EXAMINATIONS, ETC.

1. No student may elect more than seventeen or less than twelve hours a week without special permission. For this purpose, four or five hours of laboratory work are counted as two hours. In cases of exceptional proficiency, permission may be granted for a limited number of additional hours, but such requests must be filed in writing with the Secretary of the Faculty on or before the first Friday in the term for which the privilege is desired.

2. After the first Friday of each term, no study can be taken up or dropped without good and sufficient reason, and without the special permission of the Faculty. Any such requests must be placed in the hands of the Secretary of the Faculty in writing.

Courses of Instruction

So far as is reasonable, the College requires its students to elect studies in such a way that connected and coherent arrangement of work is presented, and it will not favor any election of studies which tends to dissipate the time and energy of the student over the elementary portions of a number of different studies. Not all the following courses will be given in 1911-12, but only such as are required by the election of students of the Collegiate Department.

LATIN.

The following courses in Latin are arranged with the aim in view of giving the student a systematic knowledge of the language and its development, an acquaintance with the representative authors of Latin literature, and an insight into the life, culture, and civilization of ancient Rome. The instruction is given by means of recitations and informal lectures. Courses 1 and 2 must precede all the rest.

I. LIVY, CICERO, HORACE.—4 hours. Fall term. Selections from Books I, XXI, XXII, of Livy's history. Westcott's text is used.

Winter term. *De Senectute* or *De Amicitia*.

Spring term. Horace's *Odes* and *Epodes*.

Open to students who have presented the equivalent of four years' high school Latin.

Recitations, Tuesday, Wednesday, Thursday and Friday.

Course 1 is to be taken in connection with Course 2.

II. PROSE COMPOSITION.—Grammar, and the writing of connected Latin prose one hour. This course is intended to give thorough review in Latin syntax. Required of students taking Course 1. Open as separate course to students who have completed the preparatory Latin courses and wish review in syntax.

Recitations, Monday.

III. HORACE, CICERO.—Fall term. Horace's Satires and Epistles, three hours. Winter and Spring terms. Cicero's *Tusculan Disputations*; and selections from Cicero's letters. This course is devoted to literary side of authors studied and their places in Roman literature. Attention will be directed especially to style and subject-matter and to the literary history of the times. Open to those who have completed Course 1 or its equivalent.

Recitations, Monday, Wednesday, Friday.

GREEK.

Students desiring to take B. A. degree ought to take at least two years of Greek.

I. ELEMENTARY GREEK.—Fall and Winter terms: Gleason's A Greek Primer, five hours. Practice in writing simple prose. Spring term. Xenophon's *Anabasis*, Book I. Goodwin's Greek Grammar. Throughout the course attention is directed to the relation of Greek to Latin and hence to English.

Recitations, Monday, Tuesday, Wednesday, Thursday, and Friday.

II. XENOPHON, PLATO, HOMER.—Fall term. Books II, III, IV

of Xenophon's *Anabasis*, four hours. Winter term. Plato's *Apology and Crito*. Spring term, *Homer*. Selections from *Iliad* or *Odyssey* with lectures and collateral readings on Homeric times.

Recitations, Tuesday, Wednesday, Thursday, and Friday.

III. HISTORY OF GREEK LITERATURE.—Required of students taking Course 2, one hour. As the course is purely literary no knowledge of Greek is required. This course is particularly recommended to students who have had work in Greek history. Open to all students. Capp's *Homer to Theocritus* is the text used.

Recitations, Monday.

GERMAN.

1. ELEMENTARY GERMAN.—Special attention is given to correct pronunciation. Conversation is carried on so far as practicable and is based chiefly upon the texts read. Becker-Rhodes' Elements of German; Bacon's *Im Vaterland* or Wenckebach's *Gluck Auf*; Storm's *Immensee*; Hillern's *Hoher als die Kirche*; Elster's *Zwischen den Schlachten* or similar texts. Throughout the year. Five hours a week.

2. MODERN CLASSICS, STORIES AND PLAYS.—Review and advanced work in grammar. Composition and conversation based upon texts used. Schiller, *Wilhelm Tell*, or *Jungfrau von Orleans*; Goethe, *Hermann und Dorothea*; Freytag, *Die Journalisten*, or similar literature. Careful reading. Lives of authors studied. Throughout the year. Five hours a week. Open to students who have completed course 1.

3. GERMAN CLASSICS CONTINUED.—Essays on assigned topics. Conversation. Lessing, *Minna von Barnhelm*, or *Nathan der Weise*; Schiller, *Geschichte des Dreisigjährigen Kriegs*; or selections from other eminent writers such as Scheffel, Heine, Sudermann, and Buchheim. Throughout the year. Three to five hours a week. Open to students who have completed courses 1 and 2.

4. SCHILLER'S WALLENSTEIN.—Wallenstein's *Lager*, *Die Piccolomini*, Wallenstein's *Tod*. Schiller, *Geschichte des Dreisigjährigen Kriegs* or Klemm's *Geschichte der Deutschen Literatur*. Throughout the year. Three to five hours a week. Open to students who have completed course 3.

5. HISTORY OF GERMAN LITERATURE.—Wenckebach's *Meisterwerke des Mittelalters*, or Thomas' Anthology of German Literature. Assigned readings and reports from histories of literature. Goethe's *Faust*, *Erster Teil*; *Iphegenie*, and *Egmont*. Goethe's life. Throughout the year. Three to five hours a week.

6. COMPARATIVE STUDIES OF GERMAN AUTHORS.—Recent German authors, their works. The *Neibelungenlied*. Folk lore. Assigned readings. Themes. Conversation. Throughout the year. Three to five hours a week. Open to students who have completed course 4.

FRENCH.

1. BEGINNING FRENCH.—Fraser and Squair's Grammar. Careful reading of easy French prose such as: Halevy, L'Abbe Constantin; Lazare, *Les Plus Jolis Contes des Fees*; Merimee's *Colomba* or similar standard works. Special attention is given to pronunciation. Drill in conversation based upon the texts used. Throughout the year. Five hours a week.

2. FRENCH GRAMMAR AND MODERN FRENCH PROSE.—Review and advanced work in French Grammar. Careful reading of selections from Dumas, De Vigney, Hugo, Daudet or other eminent modern French authors. Pronunciation, dictation, and conversation. Throughout the year. Five hours a week. Open to students who have completed course 1.

3. CLASSIC FRENCH PROSE AND VERSE.—Crane's *Le Romantism Francais*; or Pylodet, *La Litterature Francaise Contemporaine*, or some similar standard work. Bronson's *Colloquial French*. Moliere's *Le Medicin Malgre Lui*, *Le Misanthrope*, *Le Malade Imaginaire*. Conversation and essays on assigned readings. Throughout the year. Three to five hours a week. Open to students who have completed courses 1 and 2.

4. CLASSIC FRENCH DRAMA AND POETRY.—A careful study of the masterpieces of Corneille, Moliere, Racine, Boileau, or equally eminent works. Assigned readings, themes, conversation. Throughout the year. Three to five hours a week. Open to students who have completed course 3.

5. CLASSIC FRENCH LITERATURE.—Selections from the most eminent writers of nineteenth century prose. Lyric poetry. Assigned readings, themes, conversation. Throughout the year. Three to five hours a week. Open to students who have completed course 4.

ENGLISH.

The work in English comprises a study of the principles of the language and a critical study of representative literature of all periods. The two courses here described are general and furnish an excellent basis for elective courses of study, which are given from time to time as demand is made.

1. RHETORIC AND LITERATURE.—The principles of the science of

rhetoric are studied and then applied in constructive and critical work. Masterpieces of English prose are studied. During the Spring term considerable time is given to argumentation. During the Winter term one of Shakespeare's plays is critically studied; for the present, Hamlet is the play chosen. Three hours per week, throughout the year.

2. Those who have had Course 1 may be registered in this course, which includes for the Fall term lectures upon the nature of literature and a study of methods in literary analysis. About half of the Fall term is given to the applications of these methods to short poems and prose selections from the best English and American authors. In connection with this each student must critically analyze a selected masterpiece outside.

During the Winter term a special study of Tennyson's poems is pursued, applying the methods of literary analysis already begun. The poems are so selected that an appreciation of the great variety of the poems of Mr. Tennyson may be secured and in addition the growth of his genius be traced.

In the Spring the same method is pursued with selected poems of Mr. Browning, intended to reveal the striking depth of his poems. Three times per week, throughout the year.

The work outlined under Course 2 is subject to change as demand is made from year to year.

HISTORY AND SOCIAL SCIENCE.

The work of this department is designed to give a general knowledge of European and American history and the fundamental principles underlying the subjects included in social science. The courses here described are intended to give a systematic view of the general field of history, sociology, and economics.

1. **EUROPEAN HISTORY.**—A general course in the history of Europe covering the mediæval and modern periods. Text-books, lectures, and collateral reading. Thatcher and Schwill's History of the Middle Ages and Schwill's Modern History of Europe will be the guides in this course. Throughout the year, three times per week.

2. **POLITICAL AND CONSTITUTIONAL HISTORY OF GREECE AND ROME.**—Three hours per week, throughout the year. May be interchanged with Course 1.

3. **AMERICAN HISTORY.**—A systematic view of the general history of the United States. The political history will receive con-

siderable time. The course falls into three divisions, each requiring equal time for consideration: the period of discovery and colonization, the period of the Union to the close of the War of 1812, the period from 1812 to the present time. Throughout the year, three hours per week. Not open to Freshmen.

4. ECONOMICS:

a. An orderly treatment of some of the leading facts of economic history of the United States, and then the fundamental principles of the subject. Fall term. Five hours per week.

b. Advanced course considering the different phases of man's activities, intended to arouse the student to investigation and research. Winter term. Five hours per week.

c. The Spring term is given to the study of the science of sociology with the purpose to lead the student to further investigation of this important subject. Five hours per week. Courses *a*, *b*, and *c* are not open to Freshmen.

Additional courses will be offered in this important field as demand is made from time to time. Special periods, such as the period of the French Revolution, may be taken with the purpose of developing proper method in research and specialization.

EDUCATION.

In view of the fact that one can not hope to have a liberal education without having a knowledge of the principles of education, together with the history of the progress of educational thought, the following courses from the Normal Department will be offered to those pursuing regular collegiate work: Courses 1, 2, 3, and 9; Course 7 is open to all academic students regularly registered, but credit is limited to the Normal student. (Course 9 must be preceded by Courses 2 and 3.)

MATHEMATICS.

1. HIGHER ALGEBRA.—Intensive study of quadratic equations, theory of exponents, logarithms, series, ratio and proportion, progressions, theory of equations, Sturm's theorem, Horner's method of approximation, determinants, etc. More or less review of elementary subjects will be given as occasion requires. Five hours a week. Fall term.

2. TRIGONOMETRY.—Principles, trigonometric functions, the right triangle, goniometry, the oblique triangle, the right spherical triangle, the oblique spherical triangle, etc. Throughout the course

special attention will be given to applications. Five hours a week. Winter term.

3. ANALYTIC GEOMETRY.—Loci and their equations, the point, straight line, circle, the parabola, the ellipse, and hyperbola. Five hours a week. Spring term.

Courses 1, 2, and 3 are required of all Freshmen.

4. ANALYTIC GEOMETRY.—Continued. Different systems of coordinates, loci of the second order, higher plane curves, solid geometry. Five hours a week. Fall term.

5. DIFFERENTIAL CALCULUS.—Variables and functions, theory of limits, differentiation of standard elementary forms, simple application of the derivatives, maxima and minima. Five hours a week. Winter term.

6. INTEGRAL CALCULUS.—Elements. Five hours a week. Spring term.

7. ANALYTIC MECHANICS.—First principles, composition and resolution of forces, center of gravity, friction, virtual velocities, machines, motion, work, energy, inertia, etc. Five hours a week. Fall term.

8. APPLIED MECHANICS.—The resistance and elasticity of materials, pipes, cylinders, and riveted joints, beams, columns, torsion, stresses, etc. Three to five hours a week. Winter term.

9. SURVEYING.—Land-surveying, leveling, topography, triangular surveying, hydrographical surveying, mining engineering, etc. This course must be preceded by trigonometry. Three to five hours a week. Spring term.

10. DETERMINANTS.—The order and notation of determinants, properties, minors, applications, special forms, etc. Three to five hours a week. Fall term.

11. HISTORY OF MATHEMATICS.—A course designed to obtain a general knowledge of the rise and progress of mathematics from the Egyptian and Greek sources, continued through Arabian and European developments down to modern times. Lectures and assigned readings. Three to five hours a week. Winter term.

12. ADVANCED MATHEMATICS.—The subjects taken and the work done will vary according to the needs of the individual student. Three to five hours a week throughout the year.

CHEMISTRY.

1. GENERAL INORGANIC CHEMISTRY.—Lectures on the principal elements and their compounds, chemical laws and theories, etc. Experiments illustrating the principles of chemistry will be made

a special feature of the course. Qualitative analysis will be studied during the spring term. Assigned readings on various interesting topics will be given. This course should be taken by students pursuing a scientific course. Not open to Freshmen. Five hours a week throughout the year.

A laboratory fee of \$2.00 a term is payable by students taking this course.

PHYSICS.

1. **GENERAL PHYSICS.**—Lectures and recitations supplemented by text book reading. This course covers the field of general physics: mechanics of solids and gases, sound, heat, light, magnetism, and electricity. Laboratory work so far as practicable will be given. Mathematical development of the physical laws emphasized, hence a knowledge of trigonometry is essential. Not open to Freshmen. Five hours a week throughout the year.

BIOLOGY.

1. **GENERAL BIOLOGY.**—A course designed as an introduction either to botany or to zoology and should precede all advanced work. A discussion of the cell as the physical basis of life and the unit of structure in living organisms, its development and inheritance. So far as possible, the types of study will be selected from common plants and animals which may be observed at work under natural conditions. During the fall and spring much of the laboratory work will be done out-of-doors. The pupils will be trained in the scientific methods of acquiring knowledge, to acquaint them with groups of facts and the hypothesis based thereon, and to establish in their minds the domain of scientific investigation along with its materials and methods. After the first term, this course will probably be developed into the following courses. Three to five hours a week. One term.

2. **GENERAL BOTANY.**—A study of the types of the principal groups of plants. This course is a general survey of the vegetable kingdom, beginning with the simplest forms and leading to the most complex. Some attention will be given to the general morphology, histology, and physiology of the representative species studied. The scope and intensity of the course will vary according to circumstances. The general methods will be the same as in the preceding course. Three to five hours a week. One term.

3. **GENERAL ZOOLOGY.**—The object of this course is to give the student a comprehensive idea of the structure of animals and a

knowledge of the methods of zoological investigation. A careful study will be made of typical animals representing the principal groups. The lectures given will illustrate classification, morphology, and physiology, and will give a concise survey of the development, distribution, and modifications of animal life. Three to five hours a week. One term.

GEOLOGY.

1. DYNAMICAL AND STRUCTURAL GEOLOGY.—A study of the geological forces which have modified and are now modifying the world, and the rock structures that have resulted. Field work, fossils, and reports will be used as valuable aids. Five hours a week. Fall term.

2. HISTORICAL GEOLOGY.—A study of the rock structures and their characteristic fossils from the early formations to recent times. The emphasis is placed upon the succession of life and its abundance and variations. Five hours a week. Winter and spring terms.

ASTRONOMY.

1. GENERAL ASTRONOMY.—A course based upon Young's Text-book of General Astronomy, or some other work of equal grade. Three to five hours a week. Spring term.

PSYCHOLOGY.

Structural psychology, text-book, and lectures, offered to Sophomores, 3 hours per week throughout the year. Experimental work in optics.

The Normal School

The work of the school falls into two divisions, the one including a general preparatory course, the other including a normal course leading to the state certificate and diploma. A briefer course is also included for those who desire only a county certificate.

1. GENERAL PREPARATORY COURSE

There are many students residing in the country or in small towns who do not have the privilege of attending a high school. There are others who have attended high school but have not been able to cover all the work usually completed in a high grade city school. A number of both of these classes of students desire further work of high school grade, in order either that they may have a more efficient general education or that they may specifically prepare for entrance into a college of liberal arts. Such will find everything they can reasonably desire in the curriculum of this course. The program of studies extends over three years, and is equivalent to the four-year courses of the best city high schools. In consequence of the older age at which students enter the department, heavier work is able to be carried by them, and thus a year is saved upon the ordinary course. Students who would like to undertake this work but are not competent in the common studies will generally require an extra year, and should register, for the first year, in the Preliminary English Course, which is outlined on page 56, in the first year county certificate course.

Graduates of the General Preparatory Course will be admitted to Freshman standing, in the College of Liberal Arts, without examination.

AGE OF ADMISSION.—No student will be regularly registered who is less than sixteen years of age.

Conditions of Admission

Candidates for admission must have completed, in school, eighth grade work or its equivalent not more than fifteen months previously. Those who have not so completed, or in whose cases an interval of more than fifteen months has elapsed, will be required to pass an examination in the grammar school studies (eighth grade)—Arithmetic, Grammar and Composition, United States History, Physiology, Orthography, Penmanship, and Geography—or else to take preliminary work in these studies, for which see the Pre-

liminary English Course on page 69, first year county certificate course.

ADVANCED STANDING.—Students desiring advanced standing must pass an examination covering the work of the year or years from which they desire to be excused. In no case will a student be allowed to obtain a certificate without having attended for a minimum of three terms.

ADMISSION EXAMINATIONS.—Examinations for admission and for advanced standing will be held at the beginning of the session, and at the beginning of each term if required.

Courses of Study and Requirements for Graduation

The rules concerning electives are given on page 37.

In addition to occasional examinations held at the discretion of the instructor, terminal examinations will be held at the close of each term, failure to pass which will disqualify a candidate from graduation until he has taken the subject over again in class and has passed satisfactory examination upon it.

FIRST YEAR.

FALL TERM.	WINTER TERM.	SPRING TERM.
Algebra	(5) Algebra	(5) Algebra
Greek History	(4) Roman History	(4) Roman History
English	(4) English	(4) English
Latin	(5) Latin	(5) Latin

SECOND YEAR.

FALL TERM.	WINTER TERM.	SPRING TERM.
Plane Geometry	(4) Plane Geometry	(4) Plane Geometry
English	(4) English	(4) English
Latin	(5) Latin	(5) Latin
Physics	(5) Physics	(5) Physics

THIRD YEAR.

FALL TERM.	WINTER TERM.	SPRING TERM.
Solid Geometry	(2) Solid Geometry	(2) Solid Geometry
English	(5) English	(5) English
Latin	(4) Latin	(4) Latin
Mediaeval and Modern History	Mediaeval and (4) Modern History	Mediaeval and (4) Modern History
Zoology	(5) Geology	(5) Botany

Two years of German or French may be substituted for Latin if students plan to enter the scientific course in the Collegiate Department.

Students who wish to spread their work over a longer period than three years may apply in writing to the President to be allowed to register accordingly, but Mathematics, Latin or German, and English must be taken each year until completed.

LATIN.

I. First year.

Potter's *An Elementary Latin Course*. The work of the Fall and Winter terms consists in drill in vocabulary and syntax. Spring term, selections from Book I, Cæsar's *Gallic War*. Regular drill in prose composition throughout the year. Recitations daily.

II. Second year, Cæsar—Cicero.

Fall and Winter term. Books II, III, IV, of Cæsar. Spring term. Cicero, the three orations against Catiline. Texts used are Allen and Greenough's revised edition of Cæsar and Cicero, and Allen and Greenough's Latin Grammar. Recitations daily.

III. Third year, Cicero—Virgil.

Fall term. Cicero's orations, *Archias*, *Manilian Law*, *For Roscius of Amerna*. One hour each week is devoted to prose composition. Text used, Allen and Greenough's Orations and Letters of Cicero. Winter and Spring terms. Virgil's *Aeneid*. Books I to VI with lectures and readings on Roman life and mythology. Text-book, Allen and Greenough's new edition of Virgil. Recitations daily.

GERMAN.

For the two years' work in German which may be elected in place of Latin consult Courses 1, and 2, page 38.

FRENCH.

For the one year of French that may be elected in place of Latin consult Course 1, page 49.

ENGLISH.

FIRST YEAR: Brief history of the English language; word study; a study of common errors in punctuation; letter writing and compositions; theme work; a thorough understanding of all of the elementary principles of the English language. A term theme is required which should embody the points emphasized during the class work of the term. Throughout the year, four hours per week.

SECOND YEAR: During the second year a text-book in rhetoric is studied and themes which are critically corrected and revised are constantly required. At present Herrick and Damon's text-book is used for the course. Several prose works are studied thoroughly with special reference to the work that is being done in rhetoric. The Fall and Spring terms are given to the study of rhetoric and during the Winter term a study of American literature is pursued and critical work done in representative classics. For the present Painter's text is used. Classes in this course meet four hours per week.

THIRD YEAR: History of English Literature with Pancoast's text as a guide. In this course all of the classics required for careful study in the list of requirements for entrance to college are studied in class. (See page 28.)

Some of the foregoing classics will probably be read in the earlier years. Throughout the year, five times per week.

HISTORY.

1. **GREEK AND ROMAN HISTORY.**—Fall term: Greek History from the earliest times to the fall of Corinth. Text, Morey's *History of Greece*. Winter and Spring terms: Roman History to the third century A. D. Text, Morey's History. Three terms, four times a week.

2. **MIDDLEVAL AND MODERN HISTORY.**—Throughout the year, a study of Mediæval and Modern History, as set forth in Adam's or Bourne's *Mediæval and Modern History*. Four times a week.

MATHEMATICS.

1. **ALGEBRA.**—This is the first course in algebra and is comprehensive of all the fundamental principles. Original problems serve as a large part of the work. By the close of the Spring term one has covered all of the work given in the year and a half of high school. Wentworth's Complete Algebra is the text used. Daily, throughout the year.

2. **PLANE GEOMETRY.**—This course consists of a consideration of the principles of geometry as developed in the first five books of Wentworth's Plane Geometry. Emphasis is laid on originals and on the practicality of the work. Throughout the year, four times per week.

3. **SOLID GEOMETRY.**—This course follows plane geometry and the same methods are used in demonstration. Wentworth's Solid

Geometry is the text used. Throughout the year, two times per week.

SCIENCE.

1. PHYSICS.—Fall term: Physical forces and units; properties of matter, motion, velocity, and force; work and energy; gravitation and gravity; falling bodies; the pendulum; machine; molecular forces in liquids; specific gravity; gases. Winter term: Sound; wave motion and velocity; interference, resonance, and music; vibration of strings, plates, and rods. Heat; temperature and its measurements; production and transmission of heat; expansion and vaporization; calorimetry; heat and work. Magnetism. Static electricity. Current electricity, the effects of the current. Spring term: Electrical measurements; induced currents and the dynamo; commercial applications of electricity. Nature and intensity of light; reflection of light; refraction of light; dispersion and polarization; optical instruments. Three terms, daily recitations and laboratory work.

2. GEOLOGY.—This course is intended to give the student a general outline of the subject. It will consist of recitations, lectures, readings, and fieldwork. Winter term, daily.

3. ZOOLOGY.—A study of the anatomy, physiology, and life history of typical representatives of the larger groups of the animal kingdom. Fall term, daily recitations, and laboratory work.

4. BOTANY.—General plant structure will be studied. Some work will be done on the cryptogams. The work includes the work in preparation of a small herbarium. Spring term, daily recitations, laboratory and fieldwork.

2. NORMAL COURSES

There is an extensive demand for trained teachers, and the work is both honorable and remunerative. Now, the untrained teacher stands little chance of gaining material success in his occupation. The object of our Normal Courses is to provide for the necessities of teachers, whether desirous of simply the county certificate or of a state certificate. Those who are graduates of high schools, or who have completed only common school work, or even those who are not well prepared in the common branches, will find suitable courses which will take them in two, four, or five years to the standard of general and professional knowledge required in the examinations for the state certificate. Graceland Normal School offers good opportunities for such work. Even those who do not intend to become professional teachers will find

it to their benefit to take a complete course. There are undoubtedly many who would be desirous of putting three years in such work as is offered in our State Certificate Course, who do not desire, or who are unprepared to face the more exacting work of the College of Liberal Arts. It will be noted that there are three courses offered, namely:

1. The Second Grade Uniform County Certificate Course.
2. The First Grade Uniform County Certificate Course.
3. The Second Grade State Certificate Course.

Graduates of these courses will be credited in the College of Liberal Arts in subjects covered that are college subjects.

Conditions of Admission

1. No student will be regularly registered who is less than sixteen years of age.

2. Uniform County Certificate Course.—Persons entering this course should have pursued the following subjects to the equivalent of eighth grade work: Arithmetic, Reading, Orthography, Geography, Grammar, United States History, Physiology, and Writing. While these are presented in the first year, which qualifies for second grade uniform county certificate, the work in these will partake largely of the nature of professional reviews, devoting considerable attention to methods in teaching the various subjects.

Those completing the first year's work, or passing a satisfactory examination upon the subjects covered therein, are eligible to the second year, which qualifies for the first grade uniform county certificate.

3. Second Grade State Certificate Course.—Those completing the second year of the County Certificate Course, or those holding first grade uniform county certificates, are eligible to this course without examination.

4. Graduates of a four years' high school course may enter this course in the second year thereof, and thus complete it in two years.

Admission Examinations.—Examinations for admission, and if required, for advanced standing, will be held at the beginning of the session and at the beginning of each term.

Courses of Study and Requirements for Graduation

The requirements are specified below under each course. For rules as regards examination see Requirements for Graduation under the General Preparatory Course.

Uniform County Certificate Course.—The first year covers the branches required for a Second Grade Uniform County Certificate. The second year qualifies for the First Grade Uniform County Certificate. By passing examination upon the subjects included in the first year, not including Didactics and Vocal Music, one could qualify for first grade in one year by taking Didactics and vocal music and such second year branches as are included in the examination for that grade, viz, Civics, Economics, Algebra, and Physics.

For a Third Grade County Certificate in Missouri applicants are examined in Civics and Agriculture in addition to the above common branches, in Algebra and Literature additional for Second Grade County Certificate; and Advanced History and some one branch of Science additional for First Grade County Certificate.

The teaching of Agriculture in the common schools of Iowa, Missouri, and many other States, is being urged. A course in Agriculture throughout the year has been designed to meet this demand.

FIRST YEAR.

FALL TERM.	WINTER TERM.	SPRING TERM.	
Arithmetic	(5) Geography	(5) Writing	(5)
Reading	(5) Grammar	(5) Physiology	(5)
Orthography	(5) U. S. History	(5) U. S. History	(5)
Methods of teaching	Methods of (3) teaching	School manage- (3) ment	(3)
Agriculture	(2) Agriculture	(2) Agriculture	(2)

Practice teaching one term.

Vocal Music must be elective one Fall term.

SECOND YEAR.

FALL TERM.	WINTER TERM.	SPRING TERM.	
Civics	Bookkeeping	Economics	
Algebra	Algebra	Algebra	
Physics	Physics	Physics	
One Elective	One Elective	One Elective	

Practice teaching two terms.

Second Grade State Certificate Course.—Students not holding the first grade uniform county certificate who desire to take this course may do so by passing a written examination in the fourteen first grade certificate subjects, receiving in such examination

an average of at least 85 per cent, with no subject below 75 per cent; but such students, before securing a state certificate, on account of completing this course of study must secure a first grade uniform county certificate by formal examination under the State Educational Board of Examiners.

The elective credits here outlined for each term may be Latin, German, or other equivalent language study. It is also required that two years of satisfactory work in applied English in the Athenian Literary Society, and one year of instruction in physical training be taken.

FIRST YEAR.

FALL TERM.	WINTER TERM.	SPRING TERM.
English Composition	Rhetoric	Rhetoric
Higher Algebra	Drawing	Botany
General History	General History	General History
One Elective	One Elective	One Elective

SECOND YEAR.		
Plane Geometry	Plane Geometry	Plane Geometry
Psychology	Psychology	Secondary Education
Economics	Sanitation and Hygiene of Inst.	Elocution
One Elective	One Elective	One elective

THIRD YEAR.

Am. Literature	Eng. Literature	Am. History
Physics	Physics	Physics
Child Study and Adolescence	Philosophy of Edu.	Philosophy of Edu.
Com'l Geography	One elective	One elective

Practice teaching one term each year.

Vocal music must be elected one Fall term.

Courses of Instruction

PROFESSIONAL REVIEWS.

These classes in the first year of the County Certificate Courses are provided to prepare for county examinations and to thoroughly review the common branches preparatory to teaching in the common schools. Only those will be admitted to these classes who give evidence of having completed the eighth grade studies. This

will be determined by an examination or a certificate showing completion of such work within two years from time of entrance, or a high school diploma may be presented.

The entire subject in each branch will be presented more in the light of how to teach it than in a detailed study, but sufficient emphasis will be placed upon details, when necessary, to fully master the subject.

No student in the Normal Courses will be exempt from Professional Reviews unless he can give evidence of having pursued corresponding work elsewhere, or having taught successfully in the common schools one year, or who, upon examination can make a standing of 85 per cent or above.

EDUCATION.

1. **METHODS OF TEACHING.**—The method of teaching is presented, based fundamentally upon the inductive-deductive thought movement in acquiring and using knowledge. Good use is made of library and laboratory accessories. The major part of the time is devoted to elementary subjects, though the relation between the elementary and secondary will receive attention. The aim in education is fundamental, therefore this part of the subject will receive due emphasis; methods in mathematics and language will demand considerable time. Town schools will be visited by the students, model lessons given, and observation and criticism required. Two terms, three times a week.

2. **SCHOOL MANAGEMENT.**—This course is intended to treat of the main principles of school organization, instruction, and government. Consideration is given to the numerous problems which confront a teacher in his or her work. Spring term, three times a week.

3. **PSYCHOLOGY.**—A beginning in the study with the object (1) of acquaintance with the various conscious states, (2) experience in introspection, (3) the deduction of pedagogical method conforming to the exigencies of psychological facts. Interesting topics for consideration are: Mental development as affected by heredity and environment, the education of the central nervous system, mental hygiene, habit association, memory, imagination, apperception, instinct, training in sense perception, observation, feeling, and volition in relation to education, motor-training, suggestion, and imitation. The period of adolescence receives attention to ascertain the relation of physical changes to mental conditions and

through this change to courses of study. Two terms, three times a week.

4. HYGIENE OF INSTRUCTION.—The physical and psychological conditions that promote the best psychic development are considered. The laws of growth and development; fatigue and methods of studying it; motor-training; study periods, recesses; home study; lighting, ventilation, sanitation, furnishing, common diseases, etc., are the most important topics. Winter term, three times per week.

5. SECONDARY EDUCATION.—This is an advanced course, giving attention to the general position and condition of secondary education, its relationship to primary and higher education, and to some present-day problems in connection therewith. Various reports will be made, and each member of the class is required to investigate an assigned topic and to present a written report thereupon. Spring term, four times a week.

6. CHILD STUDY AND ADOLESCENCE.—A study of the physical, mental, and moral nature of children and the best means to develop these three symmetrically. Practical questions of home, playground, school, etc., will receive careful attention. All problems of the school which are answered only in a study of child-nature are discussed. The value of child-study to parents and teachers is emphasized. Fall term, four times per week.

7. PHILOSOPHY OF EDUCATION.—An advanced course dealing with questions bearing upon the fundamental ideas of educational development. This forms the crowning stone of the teacher's professional preparation, the completion of which should enable him to carry on the work of educational research, practically and theoretically, in an efficient manner. Winter and Spring terms, three times a week.

CIVICS.—For outline of course see page 61. Spring term, daily.

BOOKKEEPING.—For outline of course, see page 60. Winter term. Practice daily.

ECONOMICS.—A study of political economy, the relations between supply and demand, consumption and production, labor and capital, etc. Fall term, daily.

ALGEBRA.—For outline of course see Preparatory Course, page 48. Throughout the year, daily.

HIGHER ALGEBRA.—Fall term. See course in College of Liberal Arts.

PHYSICS.—For outline of course see page 59. Throughout the year, daily.

ENGLISH COMPOSITION AND RHETORIC.—For outline of courses see pages 47, 48. Fall and Winter terms, four times per week.

BOTANY.—For outline of course see page 49. Spring term, daily.

HIGHER ALGEBRA.—For outline of course see course 1, page 41. Fall term, daily.

DRAWING.—Free-hand sketching; pencil, crayon, charcoal, and pen and ink work. Representation in water color. Perspective and landscape. Pose drawing. Designing. Elements of mechanical and architectural drawing. Lettering. Winter term, five times per week.

GENERAL HISTORY.—The student will elect a course in General History from the Preparatory or Collegiate courses for which he is eligible.

PLANE GEOMETRY.—For outline of course see page 48. Four times per week, throughout the year.

VOCAL MUSIC.—A special class in vocal music is provided for Normal students. The class meets five times per week and pursues a course calculated to prepare students to conduct public school singing.

ECONOMICS.

For outline of course 4 see page 41. One term, five times per week.

ELOCUTION.

For outline of course see Class Oratory, under School of Oratory, page 69.

PHYSICS.

For outline of course see page 43. Laboratory and recitation 7 hours per week.

COMMERCIAL GEOGRAPHY.

An exhaustive study of Geography from a commercial standpoint; physical conditions as a basis for homes of mankind, trade routes, areas of production and manufacturing centers; supply and demand; history of the development of commerce. Fall term, daily.

AGRICULTURE.

The importance of Agriculture as a subject of instruction in our public schools is being more widely recognized every year. The tendency of modern education to lead children away from the farm rather than toward it has awakened our leading educa-

tors to a fuller appreciation of its importance, especially for rural schools. Several States now require candidates for teachers' certificates to pass an examination in Agriculture, and other States may be expected to do likewise in the near future. In order that those who attend Graceland College may be prepared to meet all demands, a course in Agriculture will be given. This course will consist of recitations, lectures, demonstrations, field and laboratory work, with special reference to the teaching of the subject in the common schools. Two times per week, throughout the year.

PENMANSHIP.

For outline of course see page 60. Spring term, daily.

NORMAL ELECTIVES.

Students of either Normal Course are allowed to take a certain amount of elective work, which may include such subjects offered by the Preparatory School or the College of Liberal Arts as the students may be prepared and qualified to take.

PRELIMINARY ENGLISH COURSE

This course is designed for students who may not have completed the common school eighth grade branches, or who have been out of school so long that they need a thorough review before entering the Commercial, Preparatory, or Normal courses. So far as practicable, classes will be organized to give each student the work in which he may be deficient.

COURSE OF STUDY.

FALL TERM.

Arithmetic
U. S. History
English Grammar
Orthography

WINTER TERM.

Arithmetic
U. S. History
English Grammar
Penmanship

SPRING TERM.

Arithmetic
Physiology
English Grammar
Geography

Each subject has recitation daily. The following text-books are used, respectively: Milner's Advanced Arithmetic, Montgomery's American History, revised edition, Blaisdell's Practical Physiology, Buehler's Modern English Grammar, Frye's Complete Geography.

For registration and tuition fees, see the Normal School, pages 24-25.

Books, etc., about \$5 for three terms.

BIBLE STUDY AND RELIGIOUS PEDAGOGY

The growing demand for a course in Bible Study and Religious Pedagogy upon the part of those desiring to qualify for teaching in the Sunday schools and societies of the young people, has called for action, and the colleges are providing for it. Being unwilling to be behind in any good thing, and being desirous of meeting every legitimate demand as promptly and as fully as circumstances will allow, the College is now able to announce this course.

We count it very fortunate that we have been enabled to secure the services of one so well qualified for this special course as Mrs. Christiana Salyards, so well known throughout the church as Editor of the *Gospel Quarterly*, Sunday school lessons in three grades.

This course will be nonsectarian, and open to any who may desire to take advantage of it and become regularly enrolled. While it is purely elective, a credit of one half unit will be allowed those who satisfactorily complete the work offered. It will require a period of about 24 weeks, two lessons per week, to cover the first standard course, which may be followed by an advanced course, requiring about double the amount of time for first course.

Courses of Study**FIRST STANDARD COURSE.**

Outlines of Old and New Testament, including: Books of the Bible—their number, authorship, classification, etc.; Bible History; Bible Geography; Bible institutions.

The pupil—His nature and development, environment, etc.

The teacher—Qualifications and duties, etc.

The Sunday school—History, organization, methods, etc.

The text used is "Teacher Training Lessons," by Hurlbut, or some one of many equivalent texts.

ADVANCED STANDARD COURSE.

This will include Child-study, Pedagogy, Old Testament, New Testament, using such texts as, "From One to Twenty-one," by Murray; "A Study of Child-nature," by Harrison; "Seven Laws of Teaching," by Gregory; "The Making of a Teacher," by Brumbaugh; "Outline Studies in Old Testament," by Hurlbut; "The Old Testament and Its Contents," by Robertson; "Outline Studies in New Testament," by Hurlbut; "New Testament and Its Writers," by McClymont.

Commercial School

This is a day of great commercial activity. Indeed, the life-blood of national existence courses through the channels of business. The conditions and methods of business economy are undergoing a process of evolution. With the growth and development coming from the improved methods and conditions emerge increased demands upon the business man. Native ability without training can no longer successfully compete with the educated mind and skilled hand. This department has for its end the preparation of young men and young women for these changed conditions. Strenuous competition will be met in every vocation, and every young person who would hope to attain to even a mediocre standing must seek to fit himself by special preparation for the chosen field of activity. Complete courses are offered, fitting one for either the business of an accountant or an amanuensis, as well as to give increased ability for the various pursuits of life.

BUSINESS COURSE

This course has for its object the training of young people for the various business pursuits, and also to fit those desiring to enter into that work for the responsible positions of accountancy.

Requirements for Admission

Certificates of graduation from high schools will be accepted as meeting entrance requirements. Also certificates attesting the completion of eighth-grade work will be accepted, but an interval of two years between time of completing such work and application for entrance of this course will exempt the same from being received and will subject the applicant to entrance examination. All applicants unable to show attainments either by certificates or upon examination, will be required to take such preparatory work as may be necessary before entering the Business Course; the details of this preparatory work will be found below under the heading of Preliminary English Course. Applicants for admission must not be under sixteen years of age. The best time for entrance is at the beginning of the fall term, though students will be received at any time.

Graduation

Candidates for the Diploma of the Business Course must complete the work as outlined below. The whole of the studies are obligatory. At first entrance into the Commercial School all students are required to take an examination in English Grammar, and those failing to pass in this will be required to carry this branch as an additional study.

Courses of Study and Requirements for Graduation

The figures in parentheses after each subject denote the number of class hours per week.

FIRST TERM.	SECOND TERM.	THIRD TERM.
Com'l. Arithmetic (5)	Com'l Arithmetic (5)	Com'l Arithmetic (5)
El. Bookkeeping (5)	Adv. Bookkeep- ing (10)	Bus. Practice (10) Civics (5)
Penmanship (5)	Penmanship (5)	
Bus. Spelling (3)	Bus. Spelling (3)	Bus. Spelling (3)
Bus. English (5)	Com. Law (3)	Com. Law (3)

In addition to the occasional test examination imposed at the discretion of the instructor, terminal examinations will be held at the close of each term; failure to pass in any of these will disqualify a candidate for graduation until he has made up the work and has passed a satisfactory examination upon it. The time required to complete the course is from nine to eighteen months (one to two school years), varying with the ability, desire, and attainments of the individual. In the case of students taking more than one year for the course, a minimum registration of seventeen hours per week during the first year is required.

Expenses

For Registration, Tuition, and Diploma Fees, see pages 23 to 25. Books and Stationery, Fall term, about \$9; Winter term, about \$3; Spring term, about \$3.

Courses of Instruction

ARITHMETIC.

Lying at the base of business, much attention is given to this subject. A knowledge of the fundamentals is required, and skill in performing the various operations—Involving both accuracy and

speed—is insisted upon. Daily drills in rapid addition, billing, fractions, interest, and discounts, are provided. Percentage and its applications receive especial attention. In short, such operations and subjects as make rapid and accurate accountants are made prominent.

BOOKKEEPING.

Both double and single entry are taught. Beginning with the simplest forms involving the use of journal and ledger, the student is carried through the more complex forms of specialization, taking up special column journals, commission, retailing, wholesaling, manufacturing, and banking.

BUSINESS PRACTICE.

Following a course in theory bookkeeping the student takes up business practice, in which work a thorough knowledge and familiarity with the various forms of vouchers and other papers having to do with business transactions is gained. In fact, the business comes to the student just as it would were he installed as a business man behind the desk. Opportunity is also given for the exercise of independence and originality of the individual.

PENMANSHIP.

Penmanship is one of the fundamentals of commercial education, and no young person need expect to succeed without a good, rapid, legible handwriting. This qualification is attained through a mastery of the arm—or muscular—movement method of writing, acquiring a knowledge of up-to-date styles of letters. Instruction is also given in plain pen lettering, such as is used in marking packages either with a pen or brush.

CORRESPONDENCE.

A neat, businesslike letter is an important element of success in the business world. Letter-writing and other phases of business correspondence receive due attention in the daily routine of the student's work in business practice, as well as in class drills in the subject.

SPELLING.

Such work is given as has direct application to business life, and all technicalities are avoided. Such rules as are of practical benefit in learning to spell are taught. Bad spelling speaks more emphatically against one's credit as a scholar and business man than any other lack. A grade of 90 per cent is required for passing.

CIVICS.

A course in civil government is given because a knowledge of the machinery of our Government is necessary to the highest success. Not only are the United States Constitution and departments of our general Government studied, but also our state, county, and township governments as well. This gives one a thorough knowledge of his place, rights, and prerogatives as a citizen in a civil sense.

COMMERCIAL LAW.

The law of commerce is largely the law of contracts. Every business transaction, however small, involves some phase of the law of contracts, hence the necessity of a business man's having a knowledge of the same. Some of the subjects treated are: contracts, negotiable paper, partnership, corporations, bailments, chattels, landed property, copyrights and trade-marks, landlord and tenant, and minor topics.

ENGLISH.

Such a knowledge of the English language is required as will enable one to understand and to be understood clearly. This is made possible by a mastery of the elements of grammar and composition. Students in this course are expected to be able to use good English, both in speaking and in writing, and to understand the same when spoken or written.

SHORTHAND AND TYPEWRITING COURSE

This course is designed to fit persons for the position of amanuensis and for reporting. Mere book knowledge does not make a stenographer, hence students are given an understanding of office duties and methods. Neither do shorthand and typewriting constitute all that one needs to know from books. A mastery of practical English, (spelling and grammar,) penmanship, correspondence, mimeographing, copying, and indexing, is essential.

Requirements for Admission

The requirements for admission are the same as those for the Business Course, as specified on page 58.

Graduation

Candidates for the Diploma of the Shorthand and Typewriting Course must complete the work as outlined below. The whole of the studies are obligatory. At their first entrance into school, all

students are required to take an examination in English Grammar, and those failing to pass in this will be required to carry this branch as an additional study.

Courses of Study and Requirements for Graduation

The course of study embraces the following subjects:

FIRST TERM.	SECOND TERM.	THIRD TERM.
Shorthand	Shorthand	Shorthand
Typewriting	Typewriting	Typewriting
Bus. English	Penmanship	Penmanship
Bus. Spelling	Bus. Spelling	Bus. Practice

Before the student is graduated, a thorough knowledge of mimeographing, carbon duplicating, letter-press copying, and tabulating is required, so that every phase of office work may be done by the stenographer.

The length of time required will depend upon the previous preparation of the pupil, and also upon his ability and application to the work. One prepared to enter immediately upon the work of the course should complete it in the school year of nine months. In addition to the occasional test examinations imposed at the discretion of the instructor, terminal examinations will be held; failure to pass in any of these will disqualify a student for graduation until the work has been made up and the examination passed.

Expenses

For Registration, Tuition, and Diploma Fees, see pages 24-26.

Typewriter Fee, \$1 per term, payable in advance.

Books and Stationery, Fall term about \$4; Winter term about \$2; Spring term about \$2.

Courses of Instruction

SHORTHAND.

The leading branch which distinguishes this course from the business course is shorthand. A standard system is taught as meeting most fully the requirements of competent stenographers. Qualified teachers and all necessary facilities are provided to make the progress of the student satisfactory and his associations enjoyable. The growing demand for stenographers makes this a desirable study not only for those fitting themselves to be stenographers, but as a means to rapid note-taking, and preparing notes on lectures, sermons, addresses, etc., and is of great value.

TYPEWRITING.

The natural companion of shorthand is typewriting. The latest approved method of instruction is used—the touch method. Every expert operator upon the typewriter writes by touch. We are equipped with standard machines in this department of work and make no hesitancy in asserting that our work is up to the best. The student is taught the use of the tabulator.

DICTATION.

As soon as students are sufficiently advanced they are given dictation work in both shorthand and typewriting, thus becoming familiar with such experience as awaits them in the business office, as well as putting them to their best efforts.

**BUSINESS PRACTICE, DUPLICATING, MIMEOGRAPH-
ING, AND COPYING.**

A brief course in business practice has been added to the course, giving the students a drill in essentials not found in the text-book. In this he gains familiarity in office methods, in filing, indexing, answering correspondence, making reports, executing individual drafts, and many other things usually learned only after the student enters upon his employment.

Each of these are taken up and students are taught how to execute the same according to approved methods, so that all that is likely to be required of them in the office, they will have met and mastered in school.

PENMANSHIP, CORRESPONDENCE, AND SPELLING.

These are the same as are given in the Business Course and each such as is required in business life, except that in spelling a grade of 95 per cent must be made.

COMMERCIAL LAW.

Students of this course may elect Commercial Law if they desire it.

Combined Commercial Course

It is the experience of business schools, especially during the last few years, that those of their graduates who can both keep account books and write shorthand are much more in demand and command higher salaries than those prepared to do only one. Hence combined courses are being provided and students are

urged, so far as practicable, to take them. We have provided, therefore, for this special demand, believing that many of our students will avail themselves of its advantages. It is to the interest of every student of the Commercial School to take up the Combined Course in preference to the single courses. The cost of the extra year will be more than repaid by the increased market value of the student's services in business life.

The Combined Course includes both the Business and Shorthand courses, and the tuition for the same is seventy-five dollars for the six terms. Two diplomas are given to graduates of this course.

School of Music

Candidates for graduation from any of the courses of the Music School are required to file with the President of the College a written statement of such intentions on or before January 10, of the year in which they expect graduation.

PIANOFORTE.

The piano course covers six years and especial attention is given to ear training, tone production, and fluent technique throughout the entire course. The first four years are classed as preparatory for very good reasons. Every effort is made to advance the pupil, but under this grading none can aspire to take a certificate before he or she has very fully completed the requirements. At the completion of the Junior Year a Teacher's Certificate is granted. No pupil under sixteen years of age will be admitted into this class. Work done in other schools or with private teachers will be recognized. Pupils just beginning are very welcome as they will have no bad habits to correct.

A public recital, given at the end of the year, is required of all candidates for graduation.

It is impossible to set down any list of studies to be strictly adhered to, as the needs of the individual pupil must be consulted and the studies varied accordingly. However, an idea of the work covered in the different classes may be obtained from the following:

PREPARATORY.

Koehler, Loeschorn, Lemoine, Duvernoy, Kuhlan, Czerny, Bertini, Heller, Kullak, etc., the opus and grade of each varying with the advancement of the pupil.

Rudiments of Music. Harmony.

*Realizing that the true musician must be more than a mere performer, the courses in pianoforte and voice are so arranged that they give a very thorough and theoretical education also. The true musician of to-day is broad and well versed in the history of his art.

TEACHER'S CERTIFICATE CLASS.

Schwalm, Lutschg, Ziegfeld and MacDowell technical studies. Cramer, Czerny, Jensen and Heller studies; Bach inventions.

A concerto will be selected which the members of this class must study.

During the school year the pupils must have studied some of Mozart, and Beethoven Sonatas, and compositions by Mendelssohn, Haydn, Grieg, Weber, Chopin, and MacDowell. Harmony, History of Music, and Science of Music, Psychology, Pedagogy, and English.

GRADUATING CLASS.

Tansig, Liszt, and Pichna technical studies. Clementi's Gradus ad Parmassum, Bach's well tempered Clavichord, Czerny and Kullak octave studies, sonatas, and other compositions by Beethoven, Moscheles, Schumann, Rubinstein, Liszt, Henselt, and Chopin.

A concerto will be selected, which the members of this class must play.

Counterpoint, Composition, Musical Forms, and Science of Music.

One year of German.

VOCAL.**PREPARATORY.**

Exercise by teacher adapted to each pupil's needs. Marchesi's Elementary Exercises, Op. 1, First Part, and Concone's Fifty Exercises. Simple English songs.

RUDIMENTS OF MUSIC.**TEACHERS' CERTIFICATE CLASS.**

Marchesi Studies; Concone, Twenty-five Lessons; Concone, Fifteen Lessons; Lamperti; Panofka. Members of this class are required to sing an aria and a modern cycle in public recital. Essentials of Harmony, Sight Reading, Piano, History, and Science of Music. Pedagogy, Psychology, and English.

GRADUATING CLASS.

Panofka, Marchesi; Lamperti and Siebers Complete Vocalises, operatic and oratorio selections. German songs. Must be able to play accompaniments well and read vocal music at sight.

Harmony, Piano, Musical Forms, and Science of Music.

One year of German.

HARMONY.

It is of the greatest importance that every musical student should have a knowledge of the laws of harmony and composition. One may be taught to play correctly without this, but without it no one can become a true musician, able to understand and interpret the works he has to learn.

HISTORY OF MUSIC.

The class in history will meet weekly. This will be free to all Harmony students, in Teacher's Certificate Class.

COMPOSITION.

The class in Composition will meet weekly at the Studio.

RUDIMENTS.

A class in rudiments of music will be conducted at the studio one hour per week for the benefit of all the students of the College. Sight reading and ear training will be taken up and the knowledge thus gained will prove of inestimable value to the pupils.

School of Oratory

The work of this department aims to develop the power of expression, the greatest endowment of man. The School of Oratory has no methods except those founded on the principles of simplicity and naturalness. Its aim, in the words of Hamlet, is "to hold the mirror up to nature." We recognize the principle that all growth must be from within. Hence, stress is laid upon securing correct mental attitude on which depends the development of the emotional nature. A healthy body, capable of expressing the thoughts of a well-trained mind; the ability to speak distinctly and accurately one's mother tongue; appreciation of the best literature and the power to interpret it; the development of the soul to a broader sympathy; in short, the production of all-around readers and speakers; these are some of the results expected.

TEACHERS' CERTIFICATE COURSE.

Two years of both class (daily) and private work (once per week) are required.

FIRST YEAR.

The fundamental principles as set forth in Fulton and Trueblood's "Practical Elocution."

Interpretation and rendition of typical readings and impersonations from the best authors.

Voice.—Special attention paid to breathing, tone placing, voice building, articulation, etc.

PHYSICAL TRAINING.—Light gymnastics once per week given with reference to the promotion of health, and exercises for the promotion of grace and freedom of movement.

English.—First year preparatory. (See page 47.)

SECOND YEAR.

Study of the highest classics, such as Tennyson's "Princess," Scott's "Lady of the Lake," and Shakespeare's Comedies.

Continued Voice Work.

Stage Technique.

English: Second Year Preparatory. (See page 48.)

Psychology. (See page 53.)

SENIOR COURSE.

One extra year's work, both classes (three times a week), and private (two times per week).

Continued work in the interpretation and rendition of the works of the best authors, including Shakespeare's Tragedies.

More advanced work in reading and impersonating, including the preparation of selections for criticism.

English.—Third Year Preparatory. (See page 48.)

PUBLIC SPEAKING.—Classes are organized in Public Speaking, which meet twice a week. Special attention is paid to voice and enunciation, directness and power, and all that goes to produce natural and forceful address. Practice in rendition of standard orations, and in extemporaneous speaking.

Requirements for Graduation

Pupils are required to appear in recitals given by the department at least once each year, and to appear before the public twice per term; to take part in one amateur play; and to give a graduation recital during May of the final year.

Manual Training Department

There is a demand for an education of our young; mental, physical, and moral. For centuries our common schools, colleges, and universities of learning, through the media of science, philosophy, linguistics, etc., have attempted to develop the mental faculties of the race. The church, with its influence on society, has sought to uplift the moral life. Yet the physical nature has been left to its own resources or occasionally intrusted to the gymnasium in which the main object is to develop the muscular strength, conserving beauty, health, and physical prowess.

However laudable each of these aims may be, there has been in the last twenty-five or fifty years the perfecting of an idea tending to correlate more closely the efforts at education along these three lines. The point of attack was found in physical development. In the Swedish sloyd system, which was one of the first, an attempt was made to educate the hand by a series of crudely carved projects. From this primitive system, others more or less complex have been evolved until we have the manual training schools of to-day, whose aim in general is to supplement the more formal text-book and mental training of the class room, which deals largely in words or other symbols, by placing the pupil for a part of his time in a workshop where he deals with objects—things he can grasp and see. His problems are concerning real, practical, and material things. The tools must be studied and processes of operation must be mastered. His mental and physical activities are centered upon the problem in hand. Not only is his eye taught to see, but his brain must think, plan and decide, and his hand must execute. Only such problems are suited to the manual training shop as will make this demand upon the individual.

The idea is not to offer technical education for any trade; the only reason for emphasizing training in any one trade must be on account of the developmental value of the processes involved, considered with the cost of equipment and of the material used. In most schools the shop is equipped with proper benches for elementary cabinetmaking and carpentry, with lathes for wood turning, sometimes with a forge room for blacksmithing, and, not infrequently, with a more or less complete machine shop for work in iron. Of necessity, each school has a drawing department in which free-hand and mechanical drawing are taught, usually in connection with the projects used in the shop. In more advanced courses the

principles of artistic design are studied and then applied in the shop work following.

A minor aim of manual training is to give the pupil a training in the elements of various industries that he may be prepared the better to earn a living. Perhaps a greater one is to give true dignity to honest labor. By a careful study and application of the basic principles of a given industry, it is elevated to the plane of a science. Shoes and tables are not made by accident, nor are potatoes planted by chance; certain laws of utility and environment must be studied and certain principles of construction and growth must be observed, together with other conditions, to obtain satisfactory results. No honest labor can be degrading when done in the best, most thorough, and most systematic way.

The manual training is not designed to supplant the former college work nor any part of it, but rather to supplement it. It is not the desire to found a technical school, but the work should, at least, help to prepare an individual to take his place in the industrial world. It should enable him to have a broader view of life, to see more in his own labor, to be more efficient therein, and, hence, to be of greater benefit to his family, to society, and to the world at large.

Yet this work is not of great value alone to those entering industrial pursuits. The artisan may later use most of the skill in handling tools and in manipulation of materials, but who can estimate, for instance, the value of the lessons in accuracy, beauty, strength, harmony, truth, nobility and tenacity of purpose, clearness of conception and the breadth of sympathy established by an insight into various industries, to any man, be he of whatever profession or vocation? Every student of the College should be given some of the advantages to be had in the manual training work.

In considering the needs of Graceland the Board of Trustees decided that a course in manual training should be added to the curriculum, that the school might the more efficiently prepare our young people for the places they must take in life. This need of the College was presented to the General Sunday School Association in annual convention at Lamoni, Iowa, on April 5, 1907, and a gift of one thousand dollars was made to the Board for the equipment of a manual training department.

This has been expended, a room in the basement of the College has been fitted with the modern tools, benches, and machinery necessary to make it a drafting room and workshop. Classes have

been conducted here, greatly to the interest and profit of those entering the classes.

College students intending to complete an engineering course may take at least their first year's collegiate course here and carry full credits to any other college, university or technical school.

Preparatory students may elect two year's work in manual training, receiving credit for college entrance equal to one unit.

Other students may, by permission, elect the work or carry it as extra with their regular classes.

A shop fee of \$1.00 per term will be charged all students enrolling for manual training.

Further information will gladly be given upon application to the President of the College or the Director of the department.

COLLEGE COURSES.

FRESHMAN YEAR.

1. MECHANICAL DRAWING.—Combined with Course 2. *Mechanical Drawing Course.*—(A) Free-hand sketching: (B) Orthographic, isometric and cabinet projection,—of simple objects,—of shop problems; (C) Simple machine design; (D) Geometrical constructions; (E) Shades, shadows, and perspective; (F) Free-hand lettering. One lecture or recitation and two two-hour periods per week.

2. SHOP WORK.—Combined with Course 1. (A) Bench work:—1. Joinery—types studied with special reference to theory and application. 2. Cabinet-making:—problems,—chairs, stands, settles, tables, etc.,—special study of Mission furniture; (B) Lathe and Pattern work: (1) Type problems in spindle and face-plate turning, and (2) Theory and practice of pattern-making; (C) Study of selection and methods of finishing woods; (D) A notebook containing sketches and descriptions of all work done is to be kept by each student as a record of his work. Two two-hour shop periods per week.

ACADEMIC COURSES.

1. COURSES IN DRAWING.—Combined with Course 2. (A) Instruction in care and use of instruments; (B) Free-hand sketching,—appearance drawing of simple objects and groups; (C) Three-view drawing of simple joints and exercises:

1. Half-lap, mid-lap, end-lap, splice.
2. Mortise and tenon,—end,—T and blind.
3. Housed or gained.
4. Mitered—full, half.

5. Notched and dovetail.
6. Timber splices.
7. Forms of braces.

(D) Two- or three-view drawings of simple projects; as, coat-hangers, broom-holders, foot-stools, taborets, book-racks, shelves, etc.; (E) Geometrical construction: Six plates of simple figures and problems; (F) Printing,—inclined free-hand Gothic required for all plates. Two two-hour periods per week.

2. COURSE IN WOOD-WORKING.—Combined with Course 1. (A) Instruction in care and use of tools; (B) Making of all type joints and exercises listed under "C" above. (As nearly as possible each exercise is to be followed by its application in a project); (C) Original projects as listed under "D" above. (Must be suited to the skill of the student and should satisfy an actual need); (D) Study of the various woods used in the shop,—properties, source of supply, cost, etc.; (E) A note-book containing sketches and descriptions of all work done must be neatly kept by each student. Three two-hour periods per week.

A COURSE FOR WOMEN.

If time can be found in the schedule a special woman's class will be organized for constructive work in the shop. Such projects will be undertaken as are adapted to the ability of the class. The theory of construction will be but briefly touched upon, special stress being laid upon the processes, exactness, symmetry, proportion, finish, and adaptability of design.

Shop practice daily; five hours per week.

Register of Students 1910-1911

Collegiate

Senior.

Gold, H. Hugo Goreville, Illinois
Steel, Bertha A Independence, Missouri

Junior.

Stubbart, Ira D. M Lamoni, Iowa
Sophomore.

Thomas, Olive B Lamoni, Iowa
Kelley, J. Stanley Independence, Missouri
Hulmes, Alfred W Independence, Missouri

Freshman.

Gunsolley, Lucy K Lamoni, Iowa
Field, Jay L Dow City, Iowa
Butterworth, E. Raymond Dow City, Iowa
Williams, David G Atchison, Kansas
Frederick, Harlow G Joliet, Illinois
Cook, Eric P Independence, Missouri
Irwin, Charles E Taberville, Missouri
Anderson, Bertha A Independence, Missouri

Normal School

Preparatory.

Badham, Walter G Henderson, Iowa
Worlund, Anna Leona Tylertown, Mississippi
Worlund, Mamie Louise Tylertown, Mississippi
Mortimore, Morris E Hamburg, Iowa
Gunsolley, Lora Eldorado Springs, Missouri
Midgorden, Leonard Lamoni, Iowa
Hougas, Almon G Macedonia, Iowa
Rogers, William G Boone, Iowa
Turner, Amy B Kansas City, Missouri
Thrutchley, Roy A Kansas City, Missouri
Glover, Robert L Providence, Rhode Island
Breakie, Allen Grindstone, Michigan
Ross, Ruby Gilroy, California
Farthing, Robert J London, Ontario
Choso, Peter Japan

Hutchinson, Mark C.	Cadillac, Michigan
Pettit, William A.	Saskatoon, Saskatchewan
Van Eaton, Charles S.	Saskatoon, Saskatchewan
Benedict, Hattie E.	Lamoni, Iowa
Weeks, Lysle W.	Independence, Missouri
Lewis, Ruth	Clarence, Missouri
Eliason, Ernest E.	Race Track, Montana
Pitkin, Arthur Fred	Lamoni, Iowa
Glover, Myron LeRoy	Flint, Michigan
Erickson, Arthur B.	Independence, Missouri
Neill, Henry T.	Weyburn, Saskatchewan
McHenry, Mabel	Belmont, Nebraska
Redfield, Earl T.	Knobnoster, Missouri
Armstrong, John W.	Manchester, England

County Certificate Course.

Barnett, Ina	Blythedale, Missouri
Myers, Agda	Deloit, Iowa
Longaker, Ruth H.	Davis City, Iowa
Constance, Mabel A.	Cameron, Missouri
Boeger, Herma	Davis City, Iowa
Layton, Esther I.	Holden, Missouri
Poush, Audie I.	Lamoni, Iowa
Steckle, Laura B.	Lamoni, Iowa
Allen, Charles A.	Boyne City, Michigan
Crick, Altha	Independence, Missouri
Hays, Rose A.	Taberville, Missouri
Gilbert, Jessie M.	Lamoni, Iowa
Langton, Lavina	Lawton, North Dakota
Judson, Mildred A.	Lamoni, Iowa
Harney, Julia M.	Leon, Iowa
Constance, Chester E.	Cameron, Missouri
Jones, Christine	Davis City, Iowa
DeLong, Ernest	Blythedale, Missouri
Miller, Arabella	Laredo, Missouri
Crouch, Allison	Lucerne, Missouri

Commercial School

Business.

Bohn, George R.	Lamoni, Iowa
Cooper, Samuel W.	Cushing, Oklahoma
Driggs, Vaughn	Pisgah, Iowa

Evans, Vere R.	Lamoni, Iowa
Mann, Claud	Moorhead, Iowa
Roth, John W.	Weatherby, Missouri
Smith, Alma W.	South Wibnington, Illinois
Worlund, John E.	Tylertown, Mississippi
Anderson, William E., Jr.	Lamoni, Iowa
Gray, Edith B.	Sarepta, Ontario
Hougas, Almon G.	Macedonia, Iowa
Hammer, Albert J.	Allendale, Missouri
Roell, Eric G.	Independence, Missouri
Burke, Faye	Hiteman, Iowa
Ferguson, Walter	Cameron, Missouri
Snethen, John W.	Davis City, Iowa
Pritchard, LeRoy	Macedonia, Iowa
Benedict, Mary	Saint Clair, Michigan
Yarrington, Hollis V.	Lamoni, Iowa

Shorthand.

Adams, Jewell	Kingston, Missouri
Bradfield, Philip	Lamoni, Iowa
Gunsolley, Mabel	Eldorado Springs, Missouri
Slover, Clara V.	Independence, Missouri
Youker, Mary A.	Traverse City, Michigan
McDonald, Mary	Kimball, Ontario
Smith, Beth	Lamoni, Iowa
Gray, Edith B.	Sarepta, Ontario
Gunsolley, Lucy K.	Lamoni, Iowa
Wight, Cyril E.	Lamoni, Iowa
Aldredge, Dale C.	Leon, Iowa
McDonald, Angus E.	Grindstone, Michigan
Chapman, Charles E.	Lamoni, Iowa
Shaver, Irma	Independence, Missouri
Booker, Francis C.	Creola, Ohio
Chapman, Albert H.	Lamoni, Iowa
Yager, Roy	Minden City, Michigan

Preliminary English.

Bronson, Eli	Geneva, Illinois
Laidler, George	Pisgah, Iowa
Boatwright, Robert D.	Youngsville, Kansas
Pritchard, LeRoy	Macedonia, Iowa
Doggett, Harvard S.	Okarche, Oklahoma
Graham, Mae E.	Montrose, Iowa
Moore, Lockwood B.	Lamoni, Iowa

Shaver, Gerald B.....	Independence, Missouri
Lundquist, Signa.....	Independence, Missouri
Koger, Giles B.....	Kingston, Missouri
Carr, Davis.....	Jasper, Indiana

School of Music

Piano Department.

Anderson, Helen A.....	Lamoni, Iowa
Anderson, Bertha A.....	Independence, Missouri
Ray, Nellie M.....	Lamoni, Iowa
Yarrington, Edith.....	Lamoni, Iowa
Carr, Davis.....	Jasper, Indiana
Booker, Frances C.....	Creola, Ohio
Anthony, Pauline.....	Lamoni, Iowa
Hayer, Verna G.....	Lamoni, Iowa
Spaulding, Ruth M.....	Sherwood, North Dakota
Cooper, Samuel W.....	Cushing, Oklahoma
Salyards, Richard S.....	Lamoni, Iowa
Harvey, Bertha M.....	Kansas City, Missouri
Fleet, Helene.....	Lamoni, Iowa
Nicholson, Gracia.....	Lamoni, Iowa
Dykes, Melvina K.....	Muscatine, Iowa
Poush, Audie I.....	Lamoni, Iowa
Case, Maude.....	Lamoni, Iowa
Layton, Esther I.....	Holden, Missouri
Salyards, Zaide A.....	Lamoni, Iowa
Danielson, Aliene.....	Lamoni, Iowa
Braby, Minnie R.....	Eagleville, Missouri
Crouch, Allison.....	Lucerne, Missouri
Brown, Susie.....	Andover, Missouri
Constance, Mabel.....	Cameron, Missouri
Nicholl, Thelona D.....	Lamoni, Iowa
Smith, Joy.....	Lamoni, Iowa
Dillon, Gracia.....	Lamoni, Iowa
Case, Ida M.....	Lamoni, Iowa
Wells, Lena.....	Lamoni, Iowa
Weeks, Lysle W.....	Independence, Missouri
Slover, Clara V.....	Independence, Missouri

Vocal Department.

Scott, Raymond C.....	Lamoni, Iowa
Vanderflute, Harriet.....	Lamoni, Iowa
Salyards, Zaide A.....	Lamoni, Iowa

Wight, Elizabeth J.	Lamoni, Iowa
White, Frances A.	Lamoni, Iowa
Barr, Chloe	Lamoni, Iowa
Burke, Faye	Hiteman, Iowa
Lambert, Clara V.	Lamoni, Iowa
Wickes, Marguerite L.	Lamoni, Iowa
Tallman, Claude E.	Lamoni, Iowa
Ballantyne, Myrtle	Lamoni, Iowa
Krucker, Victor L.	Lamoni, Iowa
Bandy, Estella G.	Lamoni, Iowa
Suman, Mildred F.	Moline, Illinois
Roell, Eric G.	Independence, Missouri
Booker, Frances C.	Creola, Ohio
Breakie, Allen	Grindstone, Michigan
Rodgers, William G.	Boone, Iowa
Thomas, Olive B.	Lamoni, Iowa
Mortimore, Morris E.	Hamburg, Iowa
Spaulding, Ruth M.	Sherwood, North Dakota

Harmony.

Yarrington, Edith	Lamoni, Iowa
Anderson, Helen A.	Lamoni, Iowa
Bandy, Estella G.	Lamoni, Iowa
Krucker, Victor L.	Lamoni, Iowa
Spaulding, Ruth M.	Sherwood, North Dakota
Anthony, Joseph H.	Lamoni, Iowa
Anthony, Pauline	Lamoni, Iowa

History of Music.

Krucker, Victor L.	Lamoni, Iowa
Anderson, Helen A.	Lamoni, Iowa
Bandy, Estella G.	Lamoni, Iowa
Yarrington, Edith	Lamoni, Iowa

School of Oratory

Benedict, Louella F.	Lamoni, Iowa
Suman, Mildred F.	Moline Illinois
Baguley, Ruby E.	Lamoni, Iowa
Lewis, Anna	Clarence, Missouri
Jamison, Pearl	Lamoni, Iowa
Smith, Maud Waye	Lamoni, Iowa
Allen, Ruth	Lamoni, Iowa
Danielson, Merle	Lamoni, Iowa

Crick, Altha.....	Independence, Missouri
Case, Milnor.....	Lamoni, Iowa
France, Joseph.....	Lamoni, Iowa
Harvey, Bertha	Kansas City, Missouri
Smith, Earlitera.....	Lamoni, Iowa
Weld, Rebecca.....	Lamoni, Iowa
Redfield, Earl T.....	Knobnoster, Missouri
Gray, Edith B.....	Sarepta, Ontario
Newcomb, Harriet.....	Lamoni, Iowa
Farthing, Robert J.....	London, Ontario
Worlund, John E.....	Tylertown, Mississippi
McDonald, Mary.....	Kimball, Ontario
Rauch, Roberta.....	Lamoni, Iowa
Kelley, Ethel.....	Lamoni, Iowa
Ray, Nellie M.....	Lamoni, Iowa
Moore, Lockwood B.....	Lamoni, Iowa
Badham, Walter.....	Henderson, Iowa
Slover, Clara.....	Independence, Missouri
Hougas, Almon G.	Macedonia, Iowa
Lewis, Ruth.....	Clarence, Missouri
Leighton, Irene.....	Holden, Missouri
Dexter, Frank C.....	Milan, Michigan

Manual Training

Men's Class.

Weeks, Lysle.....	Independence, Missouri
Allen, Charles	Boyne City, Michigan
Thrutchley, LeRoy.....	Kansas City, Missouri
Evans, Vere.....	Lamoni, Iowa
Constance, Chester E.....	Cameron, Missouri
DeLong, Ernest.....	Blythedale, Missouri
Hougas, Almon G.....	Macedonia, Iowa

Women's Class.

Ross, Ruby.....	Gilroy, California
Worlund, Mamie L.....	Tylertown, Mississippi
Gunsolley, Lora.....	Eldorado Springs, Missouri
Burke, Faye.....	Hiteman, Iowa
Poush, Audie I.....	Lamoni, Iowa

Bible Study.

Hougas, Almon G.....	Macedonia, Iowa
Crick, Altha.....	Independence, Missouri

Constance, Chester.....	Cameron, Missouri
Breakie, Allen.....	Grindstone, Michigan
Farthing, R. J.....	London, Ontario
Hutchinson, M. C.....	Cadillac, Michigan
Harvey, Bertha.....	Kansas City, Missouri
Allen, Charles A.....	Boyne City, Michigan
Moore, L. B.....	Lamoni, Iowa
Eliason, Ernest E.....	Race Track, Montana
Summary.	
Collegiate	14
Normal.	
Preparatory	29
County Certificate Course	20
Commercial.	
Business	19
Shorthand	17
Preliminary English	18
Music.	
Piano	31
Vocal	21
Harmony	7
History of Music	4
School of Oratory	30
Manual Training	12
Bible Study and Religious Pedagogy.....	10
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Total	232
Duplicates	74
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Net Enrollment	158



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